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Parts I and II  
1 September 2014

**AFSC 3DXXX**

**CYBERSPACE SUPPORT**



**BASIC**



**SENIOR**



**MASTER**

**CAREER FIELD EDUCATION  
AND TRAINING PLAN**

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**CYBERSPACE SUPPORT  
AFSC 3DXXX  
CAREER FIELD EDUCATION AND TRAINING PLAN**

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## **CYBERSPACE SUPPORT AFSC 3DXXX**

### **CAREER FIELD EDUCATION AND TRAINING PLAN**

#### **PART I**

##### *Preface*

***NOTE: This CFETP along with the AFSC specific CFETP are comprehensive education and training documents that identifies life cycle education and training requirements, training support resources and minimum core task requirements for this specialty.***

1. The changing Cyberspace and Air and Space Expeditionary Forces (AEF) environments require vision, preparation, and attention to ensure people have the right skills and tools to deliver the Cyberspace capabilities and the support required by the war fighter in meeting the Air Force mission of today and the vision of the future. Declining resources, expanding diversity of mission, and ever-changing technologies in the Air Force are impacting the availability of our most valuable resource--people. These factors will continue to exist in the future, making it essential for the workforce to be effectively and efficiently trained to perform duties within each skill level of an Air Force Specialty (AFS). To meet the challenges of tomorrow, the Air Force must place a greater emphasis on career field training. This Cyberspace Support Career Field Education and Training Plan (CFETP) is a comprehensive core training document that identifies life-cycle training/education requirements, support resources, and minimum core task requirements for the 3DXXX family of career field specialties. The plan is a "training road map" for the career field. It provides Airmen a clear career path to success and makes career field training identifiable, measurable, and budget defensible.

2. The CFETP documents the career field training program and consists of two parts. Management uses both parts in conjunction with the Training Business Area (TBA) to plan, manage and control training within the career field. **NOTE:** Civilians occupying associated positions will use Part II to support duty position qualification training

2.1. Part I provides information necessary for overall management of the specialty family. Section A explains how everyone will use the plan; Section B: identifies general career field progression information, duties and responsibilities, training strategies and career field path; Section C: associates each level with specialty qualifications (knowledge, education, experience, training and other); Section D: indicates resource constraints (e.g., funds, manpower, equipment, facilities); and Section E: identifies transition training guide requirements for SSgt through MSgt.

2.2. Part II includes the following: Section A: identifies the Specialty Training Standard (STS) and includes duties, tasks, Training References (TRs) to support training, AETC-conducted training, wartime course and core task and correspondence course requirements. Section B: contains the Course Objectives List (COL) and training standards supervisors will use to determine if Airmen satisfied training requirements; Section C: identifies available support materials (e.g., Qualification Training Package, which may be developed to support proficiency training); Section D: identifies a training course index supervisors can use to determine resources available to support training. Included here are both mandatory and optional courses; and Section E: identifies MAJCOM-unique training requirements supervisors can use to determine additional training required for the associated qualification needs. At unit level, supervisors and

trainers will use Part II to identify, plan and conduct training commensurate with the overall goals of this plan.

**3.** Use of the guidance provided in this CFETP provides the foundation for effective and efficient training for individuals in this career field at the appropriate points in their careers. This plan enables the Air Force to train today's work force for tomorrow's jobs.

### ***Abbreviations/Terms Explained***

This section provides a common understanding of the terms that apply to the 3DXXX Career Field and Education Training Plan.

**Advanced Training (AT).** A formal course of training that leads to a technical or supervisory level of an AFS. Training is for selected Airmen at the advanced level of an AFS.

**Air and Space Expeditionary Force (AEF).** The AEF is the Air Force's methodology for organizing, training, equipping, and sustaining rapidly responsive air and space forces to meet defense strategy requirements. Through the AEF, consisting of enabler and tempo banded capabilities, the Air Force supports defense strategy requirements using a combination of both permanently assigned and rotational (allocated) forces.

**Air and Space Expeditionary Task Force (AETF).** The AETF is the Air Force's primary warfighting organization and the means by which we present forces to a Joint Forces Commander (JFC). When established, AETFs will form up under the designated Air Force component headquarters.

**Air Education Training Command (AETC).** Responsible for the recruiting, training and education of Air Force personnel. AETC also provides pre-commissioning, professional military and continuing education.

**Air Force Career Field Manager (AFCFM).** Representative appointed by the respective HQ USAF Deputy Chief of Staff or Under Secretariat to ensure that assigned Air Force specialties are trained and utilized to support Air Force mission requirements.

**Air Force Enlisted Classification Directory (AFECD).** The official directory for all military enlisted classification descriptions, codes, and identifiers. Establishes the occupational structure of the Air Force enlisted force. The occupational structure is flexible to permit enlisted personnel to specialize and develop their skills and abilities while allowing the Air Force to meet changing mission requirements. Individual enlisted personnel have a joint responsibility with commanders and supervisors at all levels to fully develop their abilities consistent with Air Force needs and within the established patterns of specialization.

**Air Force Job Qualification Standard (AFJQS).** A comprehensive task list that describes a particular job type or duty position. Supervisors use the AFJQS to document task qualification. The tasks on AFJQSs are common to all persons serving in the described duty position.

**Air Force Qualification Training Package (AFQTP).** An instructional course designed for use at the unit to qualify or aid qualification in a duty position, program, or on a piece of equipment. It may be printed, computer-based, or other audiovisual media.

**Air Force Specialty (AFS).** A group of positions (with the same title and code) that require common qualifications.

**Air Force Tactics, Techniques and Procedures (AFTTP).** The actions and methods that implement joint doctrine that describe how forces will be employed in joint operations. They are promulgated by the Chairman of the Joint Chief of Staff in coordination with the Combatants Commands, Services and the JCS.

**Air University Associate-to-Baccalaureate Cooperative (AU ABC).** Allows Airmen to turn a Community College of the Air Force Associates Degree into a Bachelor's Degree from an

accredited university. The ABC program has established a partnership with various civilian higher-education institutions to offer four-year degree opportunities via distance learning. The participating schools will accept all of the credits earned by Airmen who have attained a CCAF degree and apply them to a Bachelor's Degree related to their Air Force specialty.

**Air University/Air Force Career Development Academy (AFCDA).** The result of a reorganization of Air Force Institute for Advanced Distributed Learning (AFIADL); provides access to the Extension Course Institute.

**Career Field Education and Training Plan (CFETP).** A CFETP is a comprehensive core training document that identifies: life-cycle education and training requirements; training support resources; and minimum core task requirements for a specialty. The CFETP aims to give personnel a clear path and instill a sense of industry in career field training. CFETPs are officially posted at <http://www.e-publishing.af.mil/>

**Certification.** A formal indication of an individual's ability to perform a task to required standards.

**Certifying Official.** A person assigned by the commander to determine an individual's ability to perform a task to required standards.

**Chief Enlisted Manager (CEM) Code.** CEM codes identify all chief master sergeant positions in the Enlisted Classification Structure. They also identify chief master sergeants who, through extensive experience and training, have demonstrated managerial ability to plan, direct, coordinate, implement, and control a wide range of work activity. Some managerial duties and responsibilities that are common to all chief enlisted managers are: managing and directing personnel resource activities; interpreting and enforcing policy and applicable directives; establishing control procedures to meet work goals and standards; recommending or initiating actions to improve functional operation efficiency; planning and programming work commitments and schedules; developing plans regarding facilities, supplies, and equipment procurement and maintenance.

**Cloud Computing.** The use of computing resources (hardware and software) that are delivered as a service over a network (typically the Internet).

**Collaboration.** Collaboration is the interaction among two or more individuals encompassing a variety of behaviors, including communication, information sharing, coordination, cooperation, problem-solving and negotiation.

**Collaborative Tools.** Collaborative tools consist of various web-based technologies including advanced white boarding, groupware, and facilitation. Collaborative capabilities assist significantly with managing information throughout its life cycle and enable Air Force members to perform most office-oriented and operational communication tasks from their desktops.

**Command, Control, Communications, Computer, Intelligence, Surveillance, and Reconnaissance (C4ISR).** Integrated systems of doctrine, procedures, organizational structures, personnel, equipment, facilities, and communications designed to support a commander's exercise of command and control through all phases of the operational continuum. C4 systems include base visual information support systems.

**Computer Based Training (CBT).** A forum for training in which the student learns via a computer terminal. It is an especially effective training tool that allows the students to practice applications while they learn.

**Content Management.** A set of processes and technologies supporting the evolutionary life cycle of digital information. This digital information is often referred to as content or, to be precise, digital content. Digital content may take the form of text, such as documents, multimedia files, such as audio or video files, or any other file type that follows a content life cycle that requires management.

**Continuation Training.** Additional advanced training that exceeds the minimum upgrade training requirements and emphasizes present or future duty assignments.

**Core Task.** A task AFCFMs identify as a minimum qualification requirement for everyone within an AFSC, regardless of duty position. Core task may be specified for a particular skill level or in general across the AFSC. Guidance for using core task can be found in the applicable CFETP narrative.

**Course Objective List (COL).** A publication derived from initial/advanced skills Course Training Standard (CTS), identifying the tasks and knowledge requirements and respective standards provided to achieve a 3-skill level in this career field. Supervisors use the COL to assist in conducting graduate evaluations in accordance with AFI 36-2201, *Air Force Training program*.

**Course Training Standard (CTS).** A standard developed for all courses not governed by an STS, including specialized training packages and computer-based training courses.

**Critical Tasks.** Critical Tasks are tasks that require specific training and certification above and beyond other tasks. Tasks may be defined as critical either through AFIs, Technical Orders, higher headquarters, or at any level in the unit.

**Cross Utilization Training.** Training on non-duty AFSC specific tasks.

**Cyberspace.** A global domain within the information environment consisting of the interdependent network of information technology infrastructures, including the Internet, telecommunications networks, computer systems, and embedded processors and controllers.

**Cyberspace Operations.** The employment of cyber capabilities where the primary purpose is to achieve objectives in or through cyberspace. Such operations include computer network operations and activities to operate and defend the DoDIN.

**Data Management.** The process of planning, coordinating, sharing, and controlling organizations' data resources (AFPD 33-3, *Information Management*).

**Direct Reporting Unit (DRU).** Air Force subdivisions directly subordinate to the CSAF. A DRU performs a mission that does not fit into any of the MAJCOMs. A DRU has many of the same administrative and organizational responsibilities as a MAJCOM (Example of a DRU: USAF Academy).

**Document Management.** The process of managing documents through their life cycle, from inception through creation, review, storage, dissemination, and archival or deletion. Document management can also be a database system to organize stored documents, or a search mechanism to quickly find specific documents. (AFPD 33-3, *Information Management*)



**DoD Directive 8570.01 “Information Assurance Training, Certification, and Workforce Management.”** Provides guidance and procedures for the training, certification, and management of the DoD Workforce conducting Information Assurance (IA) functions in assigned duty positions.

**DoD Occupational Subgroup Code.** The DoD Occupational Code index groups similar occupations from one or more Service populations into a logical and consistent structure suitable for a variety of analytical purposes. Some of these include serving as a guide to the Office of the Secretary of Defense in manpower management and policy planning, to the Military Departments for various personnel administration functions, and as a basis for statistical reports. The enlisted section catalogs military and civilian occupations into 10 two-digit occupational areas, 69 three-digit occupational groups, and 170 four-digit occupational subgroups. The allocation of military and civilian occupational specialties to the various DoD occupational groupings has been based on analysis of the duties of each specialty, as described in the various occupational indexes published by each Military Service and the Office of Personnel Management. While positions with duties and responsibilities that have been judged similar are grouped together, these positions are not necessarily identical; they may vary considerably as a result of differences in mission, equipment, and concept of personnel utilization and development.

**DoD Information Network (DoDIN).** The globally interconnected, end-to-end set of information capabilities, associated processes, and personnel for collecting, processing, storing, disseminating and managing information on demand to warfighters, policy makers, and support personnel. The DoDIN includes all owned and leased communications and computing systems and services, software (including applications), data, security services, and other associated services necessary to achieve Information Superiority. The DoDIN supports all Department of Defense, National Security, and related Intelligence community missions and functions (strategic, operational, tactical, and business), in war and in peace. The DoDIN provides capabilities from all operating locations (bases, posts, camps, stations, facilities, mobile platforms, and deployed sites). The DoDIN provides interfaces to coalition, allied, and non-DOD users and systems.

**Duty Position Tasks.** The tasks assigned to an individual for the position currently held. These include, as a minimum, all core tasks that correspond to the duty position as directed by the AFCFM or MFM, and tasks assigned by the supervisor. (AFI 36-2201, *Air Force Training program*)

**Education and Training Course Announcement (ETCA).** Located at <https://etca.randolph.af.mil>, the ETCA contains specific MAJCOM procedures, fund cite instructions, reporting instructions, and listings for those formal courses the MAJCOMs or FOAs conduct or manage. The ETCA contains courses the Air Force and reserve forces conduct or administer and serves as a reference for the Air Force, DoD, other military services, government agencies, and security assistance programs.

**Enterprise.** The entire range of communications/networking within garrison and tactical realms to include voice, video, data, imagery and sensor.

**Enterprise Information Management (EIM).** Encompasses a set of strategies for organizational management of all aspects of enterprise data as information assets. The proper models, data architecture, application architecture, and integration vision enables using the

“enterprise information asset” for strategic analysis, customer-centricity, performance and productivity analytics, and personalization, eventually providing a means for transitioning from an operational, line-of-business oriented application environment to an intelligent, learning, and agile organization.

**Enterprise Information System (EIS).** A portfolio of services that bring about Enterprise Information Management (EIM) capabilities.

**Exportable Training.** Additional training via computer assisted, paper text, interactive video, or other necessary means to supplement training.

**Field Operating Agency (FOA).** FOAs are subdivisions of the Air Force directly subordinate to a headquarters US Air Force functional manager. An FOA performs field activities beyond the scope of any of the MAJCOMs. The activities are specialized or associated with an Air Force-wide mission (Example of a FOA is the Air Force Weather Agency).

**Field Training.** Technical, operator, and other training that either a field training detachment or field training team conducts at operational locations on specific systems and associated direct-support equipment for maintenance and aircrew personnel.

**Functional Area Manager (FAM).** The individual accountable for the management and oversight of all personnel and equipment within a specific functional area to support the operational planning and execution. Responsibilities include, but are not limited to, developing and reviewing policy; developing, managing, and maintaining Unit Type Codes (UTC); developing criteria for and monitoring readiness reporting; force posturing; and analysis. At each level of responsibility (Headquarters Air Force, MAJCOM, Air Component, FOA, DRU, and Unit), the FAM should be the most highly knowledgeable and experienced person within the functional area and have the widest range of visibility over the functional area readiness and capability issues.

**Functional Manager (FM).** An individual assigned collateral responsibility for training, classification, utilization, and career development of enlisted personnel. AFSC Functional Managers exist at MAJCOM, NAF and base level.

**Global Combat Support System – Air Force (GCSS-AF).** An enterprise infrastructure program established to develop, integrate, and deploy combat support information capabilities. The mission of GCSS-AF is to provide timely, accurate, and trusted Agile Combat Support (ACS) information to Joint and Air Force commanders, their staffs, and ACS personnel at all ranks and echelons, with the appropriate level of security needed to execute the Air Force mission throughout the spectrum of military operations. GCSS-AF is the means by which ACS functional systems will be modernized and integrated to improve business processes supported on a single robust network-centric infrastructure. In addition to integrating combat support applications, GCSS-AF also provides core enterprise services such as a common user presentation through the AF Portal, Enterprise Information Management (Workflow, Records Management, Document Management, Knowledge Management, and Collaboration), and an enterprise data warehouse.

**Global Command and Control System (GCCS).** An automated information system designed to support deliberate and crisis planning with the use of an integrated set of analytic tools and the flexible data transfer capabilities. GCCS will become the single C4I system to support the warfighter from foxhole to command post.

**Individual Training Plan (ITP).** Use Training Business Area (TBA) to document training. TBA reflects past and current qualifications, and is used to determine training requirements. It is intended to be a complete history of past training and current qualifications. Supervisors will ensure all documentation is accurate and comprehensive.

**Information Life Cycle.** Typically characterized as creation or collection, processing, dissemination, use, storage, protection, and disposition. (DoDD 8000.01, *Management of the Department of Defense Information Enterprise*).

**Information Management (IM).** The planning, budgeting, manipulating, and controlling of information throughout its life cycle. Joint Publication 3-0, *Joint Operations*, further defines IM as the function of managing an organization's information resources by the handling of knowledge acquired by one or many different individuals and organizations in a way that optimizes access by all who have a share in that knowledge or a right to that knowledge.

**Information Resources Management (IRM).** The process of managing information resources to accomplish agency missions and to improve agency performance (e.g., the reduction of information collection burdens on the public). (AFPD 33-1, *Information Resources Management*)

**Information Systems (IS).** Set of information resources organized for the collection, storage, processing, maintenance, use, sharing, dissemination, disposition, display, or transmission of information. (DoD 8500.2)

**Information Technology Fundamentals (ITF).** The scope of training in the ITF course which includes network theory, network components, software, cryptology, network fault isolation techniques, cyber security, communication and information professionals, operational risk management, legal and ethics, C4I security, enterprise systems, CBRN personal and family countermeasures and cyber operations.

**Information Technology Fundamentals Electronic Principles (ITF EP).** Training which includes electronic principles subjects of test equipment, basic circuits and components, electromagnetic devices, solid state devices, transistor amplifier circuits, power supplies, wave generation, digital numbering systems, digital logic, and basic communications theory.

**Information Technology/National Security Systems (IT/NSS).** Any equipment, or interconnected system or subsystem of equipment, that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the Executive Agency. This includes equipment used by a DoD Component directly, or used by a contractor under a contract with the DoD Component, which requires the use of such equipment, or requires the use, to a significant extent, of such equipment in the performance of a service or the furnishing of a product. The term "IT" also includes computers, ancillary equipment, software, firmware and similar procedures, services (including support services), and related resources. Notwithstanding the above, the term "IT" does not include any equipment that is acquired by a Federal contractor incidental to a Federal contract. The term "IT" includes National Security Systems (NSS).

**Initial Skills Training.** A formal school's course that results in an AFSC 3-skill level award for enlisted or mandatory upgrade training to qualified officers. (AFI 36-2201, *Air Force Training program*)

**Instructional System Development (ISD).** A deliberate and orderly (but flexible) process for planning, developing, implementing, and managing instructional systems. It ensures personnel are taught in a cost efficient way to become educated on the knowledge, skills, and abilities essential for successful job performance.

**Joint Tactical Radio System (JTRS).** JTRS will link the power of the DoDIN to the warfighter in applying fire effects and achieving overall battlefield superiority. By developing and implementing an open architecture of cutting-edge radio waveform technology, multiple radio types (e.g., handheld, ground-mobile, airborne, maritime, etc.) are now allowed to communicate with one another. The ultimate goal is to produce a family of interoperable, modular, software-defined radios that operate as nodes in a network to ensure secure wireless communication and networking services for mobile and fixed forces. These goals extend to U.S. allies, joint and coalition partners, and disaster response personnel.

**Knowledge.** Information from multiple domains that has been synthesized, through inference or deduction, into meaning or understanding that was not previously known. This includes: explicit knowledge, which can be easily articulated, codified, and stored; and tacit knowledge, which is based on personal experience, expertise, and judgment. Tacit knowledge is more challenging to capture and share than explicit knowledge.

**Knowledge Management (KM).** Handling, directing, governing, or controlling of natural knowledge processes within an organization in order to achieve the goals and objectives of the organization.

**Knowledge Operations (KO).** Application and adaptation of Knowledge Management (KM) into daily AF operations to enable information/decision superiority. KO leverages the interaction of people, processes, and EIS technologies to capture, store, organize, share, and control tacit and explicit knowledge, ensuring all mission execution processes have access to relevant cross-functional information in a collaborative, timely, and contextual manner.

**Knowledge Training.** Training used to provide a base of knowledge for task performance. It may also be used in lieu of task performance when the training capability does not exist. Learning gained through knowledge rather than hands-on experience. (AFI 36-2201, *Air Force Training program*)

**Major Command (MAJCOM).** A MAJCOM represents a major Air Force subdivision having a specific portion of the Air Force mission. Each MAJCOM is directly subordinate to HQ USAF. MAJCOMs are interrelated and complementary, providing offensive, defensive, and support elements.

**Master Task Listing (MTL).** A comprehensive list (100%) of all tasks performed within a work center and consisting of the current CFETP or AFJQS and locally developed AF Forms 797 (as a minimum). Should include tasks required for deployment and/or UTC requirements.

**Master Training Plan (MTP).** Employs a strategy for ensuring the completion of all work center job requirements by using a MTL and provides milestones for task, CDC completion, and prioritizes deployment/UTC, home station training tasks, upgrade, and qualification tasks.

**Occupational Analysis Report (OAR).** A detailed report showing the results of an occupational survey of tasks performed within a particular AFSC.

**On-the-Job Training (OJT).** Hands-on, over-the-shoulder training conducted to certify personnel in both upgrade (skill level award) and job qualification (duty position) training.

**Personally Identifiable Information (PII).** Information about an individual that identifies, links, relates, or is unique to, or describes him or her, e.g., SSN; age; military rank; civilian grade; marital status; race; salary; home/office phone numbers; other demographic, biometric, personnel, medical, and financial information, etc.

**Proficiency Training.** Additional training, either in-residence or exportable advanced training courses, or on-the-job training, provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade.

**Qualification Training.** Hands-on, task performance based training designed to qualify Airmen in a specific duty position. This training program occurs both during and after the upgrade training process and is designed to provide skills training required to do the job.

**Records Management.** The planning, controlling, directing, organizing, training, promoting, and other managerial activities involved in records creation, maintenance and use, and disposition in order to achieve adequate and proper documentation of the policies and transactions of the Federal Government and effective and economical management of agency operations. (AFPD 33-3, *Information Management*)

**Resource Constraints.** Resource deficiencies (such as money, facilities, time, manpower, and equipment) that preclude desired training from being delivered.

**Service Oriented Architecture (SOA).** A services oriented architecture (SOA) environment makes it easier and faster to build and deploy information capabilities that directly serve the needs of the Air Force. SOA is an information technology environment where the following occur: Mission and business processes are supported by information assets. Information assets are delivered to consumers through content delivery services. Content delivery services and other services interact to support process threads or to deliver information assets. Core services, such as infrastructure and presentation services, are independent of the content delivery services. Net-centric protocols and services allow federating and re-using both content delivery and core services for multiple users, domains, and information sources.

**Specialty Training Requirements Team (STRT).** A meeting chaired by the AFCFM with MAJCOM FMs, AETC Training Managers, Subject Matter Experts (SME) and HQ AETC Occupational Analysis Division (OAD) in attendance. Typically held three months prior to a Utilization and Training Workshop (U&TW) to finalize any CFETP changes or enlisted classification directory descriptions.

**Specialty Training Standard (STS).** An Air Force publication that describes an Air Force specialty in terms of tasks and knowledge that an Airman in that specialty may be expected to perform or to know on the job. Also identifies the training provided to achieve a 3-, 5-, 7-, or 9-skill level within an enlisted AFS. It further serves as a contract between AETC and the functional user to show which of the overall training requirements for an Air Force Specialty Code (AFSC) are taught in formal schools and correspondence courses.

**Standard.** An exact value, a physical entity, or an abstract concept established and defined by authority, custom, or common consent to serve as a reference, model, or rule in measuring quantities or qualities, establishing practices or procedures, or evaluating results. It is a fixed quantity or quality.

**System Training Plan (STP).** A living document that explains what training is needed for a system and how to obtain the training.

**Task Module (TM).** A group of tasks performed together within an AFS that require common knowledge, skills, and abilities. TMs are identified by an identification code and a statement.

**Total Force.** All collective components (active, reserve, guard, and civilian elements) of the United States Air Force.

**Training Advisory Group (TAG).** Chaired by the AFCFM and attended by the MAJCOM, selected DRU and FOA functional managers. The TAG sets training goals and priorities, reviews training programs and evaluates emerging training technologies. The group meets, as required, to prioritize training product development.

**Training Business Area (TBA).** A web-based training application that provides Air Force war fighters with global, real-time visibility into qualifications, certifications and training status of communications professionals. TBA supports base, wing and work center training management activities by automating business processes and capabilities to eliminate paper-based practices. The system centralizes management of training task data, provides user access to CFETPs/JQs and increases security through a single AF Portal log on.

**Training Capability.** The ability of a unit or base to provide training. Authorities consider the availability of equipment, qualified trainers, and study reference materials, and so on in determining a unit's training capability.

**Training Planning Team (TPT).** Comprised of the same personnel as a U&TW, TPTs are more intimately involved in training development and the range of issues examined is greater than in the U&TW forum.

**Training Requirements Analysis (TRA).** A detailed analysis of tasks for a particular AFSC to be included in the training decision process.

**Training Setting.** The type of forum in which training is provided (formal resident school, on-the-job, field training, mobile training team, self-study, etc.).

**Trusted Thin Client (TTC).** A computer or a computer program which depends on another computer (or server) to fulfill its traditional computational roles while utilizing security policy to prevent cross domain contamination.

**Unit Type Code (UTC).** A five-character alphanumeric code identifying a specific force package of personnel and/or equipment. The UTC is the means for linking logistics and manpower details within a unit type and is used to communicate force data. The UTC represents a wartime capability designed to fill a valid contingency requirement.

**Upgrade Training.** Training that leads to the award of a higher skill level.

**Utilization and Training Pattern.** A depiction of the training provided to and the jobs performed by personnel throughout their tenure within a career field or AFS. There are two types of patterns: 1) Current pattern, which is based on the training provided to incumbents and the jobs to which they have been and are assigned; and 2) Alternate pattern, which considers proposed changes in manpower, personnel, and training policies.

**Utilization and Training Workshop (U&TW).** A forum of the AFCFM, MAJCOM Functional Managers, subject matter experts (SME), and AETC training personnel that determines career ladder training requirements.

**Wartime Tasks.** Those tasks that must be taught when courses are accelerated in a wartime environment. In response to a wartime scenario, these tasks will be taught in the 3- level course in a streamlined training environment. These tasks are only for those career fields that still need them applied to their schoolhouse tasks.

**Workflow.** A series of steps necessary for the initiation, tracking and delivery of services or outputs with the capability to cut across existing or future organizational boundaries. Furthermore, web-based workflow products allow electronic coordination, staffing, and task management of documents and files. They are relational to an electronic version of the Staff Summary Sheet (SSS) and other AF/DoD forms used for routing/collection of information. Automation provides the capability to suspense and track correspondence through the workflow process and provides action officers and document originators status on their packages. Provides users the capabilities to comply with structured electronic workflow processes and the flexibility to create/develop ad hoc workflow courses of actions. Future use of standardized EIM tools will enhance usability and eliminate legacy methods.

## ***Section A - General Information***

**1. Purpose of the CFETP.** This CFETP provides the information necessary for AFCFMs, MAJCOM Functional Managers (MFM), commanders, training managers, supervisors and trainers to plan, develop, manage and conduct an effective and efficient career field training program. The plan outlines the initial skills, upgrade, qualification, advanced and proficiency training those individuals in Cyberspace Support AFSCs should receive in order to develop and progress throughout their careers. Initial skills training is the AFS specific training an individual receives upon entry into the AF or upon retraining into this specialty for award of the 3-skill level. This training is provided by Air Education and Training Command (AETC) at various locations. Upgrade training identifies the mandatory courses, task qualification requirements, Career Development Course (CDC) completion and correspondence courses required for award of the 5-, 7-, or 9-skill level. Qualification training is actual hands-on task performance training designed to qualify an airman in a specific duty position. This training program occurs both during and after the upgrade training process. It is designed to provide the performance skills and knowledge required to do the job. Advanced training is formal specialty training used for selected airmen. Proficiency training is additional training, either in-residence or exportable advanced training courses, or on-the-job training provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade. The CFETP has several purposes, some of which are:

- 1.1.** Outlines foundational “common knowledge” that is shared by all Cyberspace Support career fields. This document is designed to supplement the AFSC-specific CFETPs.
- 1.2.** Serves as a management tool to plan, develop, manage, and conduct a career field training program. Also, ensures that established training is provided at the appropriate point in an individual's career.
- 1.3.** Identifies task and knowledge training requirements for each skill level in the specialty and recommends training throughout each phase of an individual's career.
- 1.4.** Lists training courses available in the specialty, identifies sources of the training, and provides the training medium.
- 1.5.** Identifies major resource constraints that impact implementation of the desired career field training program.

**2. Use of the CFETP.** The CFETP is maintained by the 3DXXX Air Force Career Field Managers (AFCFM), SAF A6CF. MAJCOM FMs and AETC review the plan annually to ensure currency and accuracy and forward recommended changes to the AFCFM. Using the list of courses in Part II, they determine whether duplicate training exists and take steps to eliminate/prevent duplicate efforts. Career field training managers at all levels use the plan to ensure a comprehensive and cohesive training program is available for each individual in the career ladder.

**2.1.** AETC training personnel develop/revise formal resident and exportable training based upon requirements established by the users and documented in the STS. They also develop procurement and acquisition strategies for obtaining resources needed to provide the identified training.

**2.2.** MAJCOM FMs ensure their training programs complement the CFETP mandatory initial skill and upgrade requirements. They also identify the needed AFJQSs/AFQTPs to document



unique upgrade and continuation training requirements. Requirements are satisfied through OJT, resident training, contract training, or exportable courseware/courses. MAJCOM developed training to support this AFSC must be included into this plan.

**2.3.** 81 TRSS/TSQ Qualification Training Flight (Q-Flight) personnel develop training packages (AFJQSs/AFQTPs) based on requests submitted by the MAJCOMs and according to the priorities assigned by the AFCFM.

**2.4.** Unit level training managers and supervisors manage and control progression through the career field by ensuring individuals complete the mandatory training requirements for upgrade specified in this plan and supplemented by their MAJCOM. The list of courses in Part II is used as a reference for planning continuation or career enhancement training.

**2.5.** Submit recommended CFETP corrections to the 81 TRSS Q-Flight Customer Service Desk at 81 TRSS/TSQS, 601 D Street, Keesler AFB MS 39534-2235 or call DSN 597-3343. To contact electronically send email to: [qflight.customer.service@us.af.mil](mailto:qflight.customer.service@us.af.mil).

**2.6.** Submit recommended CFETP additions/deletions through your MAJCOM Functional Manager.

**3. Coordination and Approval of the CFETP.** The AFCFM is the approval authority. MAJCOM representatives and AETC training personnel coordinate on the career field training requirements. The AETC training manager initiates an annual review of this document by AETC and MAJCOM functional managers to ensure the CFETP's currency and accuracy by using the list of courses in Part II to eliminate duplicate training.

## ***Section B - Career Field Progression and Information***

**4. Specialty Description.** This information supplements the AFECD.

### **4.1. Cyberspace Support Apprentice/Journeyman/Craftsman (3DX3X/3DX5X/3DX7X).**

Performs system analysis and design, programming, systems operation and maintenance, resource management and security management. Executes activities for installing, maintaining, repairing, overhauling, deploying, and modifying cyberspace systems and equipment platforms. In addition, conducts network warfare operations in garrison and at deployed locations by performing duties to develop, sustain, and enhance network and electromagnetic capabilities to defend national interests from attack and to create effects in the cyberspace domain to achieve national objectives. Continuously remains trained, equipped, and available to perform the assigned mission. **Related DoD Occupational Subgroups: 110000, 110100, 110200, 110300, 115000, 120100, 153000, 153100, 153200, 162100, 162200.**

**4.2. Cyberspace Support Superintendent (3DX90).** Manages system analysis and design, programming, systems operation and maintenance, resource management and security management. Directs activities for installing, maintaining, repairing, overhauling, deploying, and modifying cyberspace systems and equipment platforms. In addition, manages and directs network warfare operations in garrison and at deployed locations by performing duties to develop, sustain, and enhance network and electromagnetic capabilities to defend national interests from attack and to create effects in the cyberspace domain to achieve national objectives. Ensures personnel are trained, equipped, and available to perform the assigned mission. **Related DoD Occupational Subgroups: 110100, 153200.**

**4.3. Chief Enlisted Managers (CEM) (3DX00).** Personnel attaining the rank of CMSgt are assigned broad ranging duties in directing and managing diverse cyberspace support functions. Communicates and coordinates with MAJCOM Functional Manager. This position serves at the operational level.

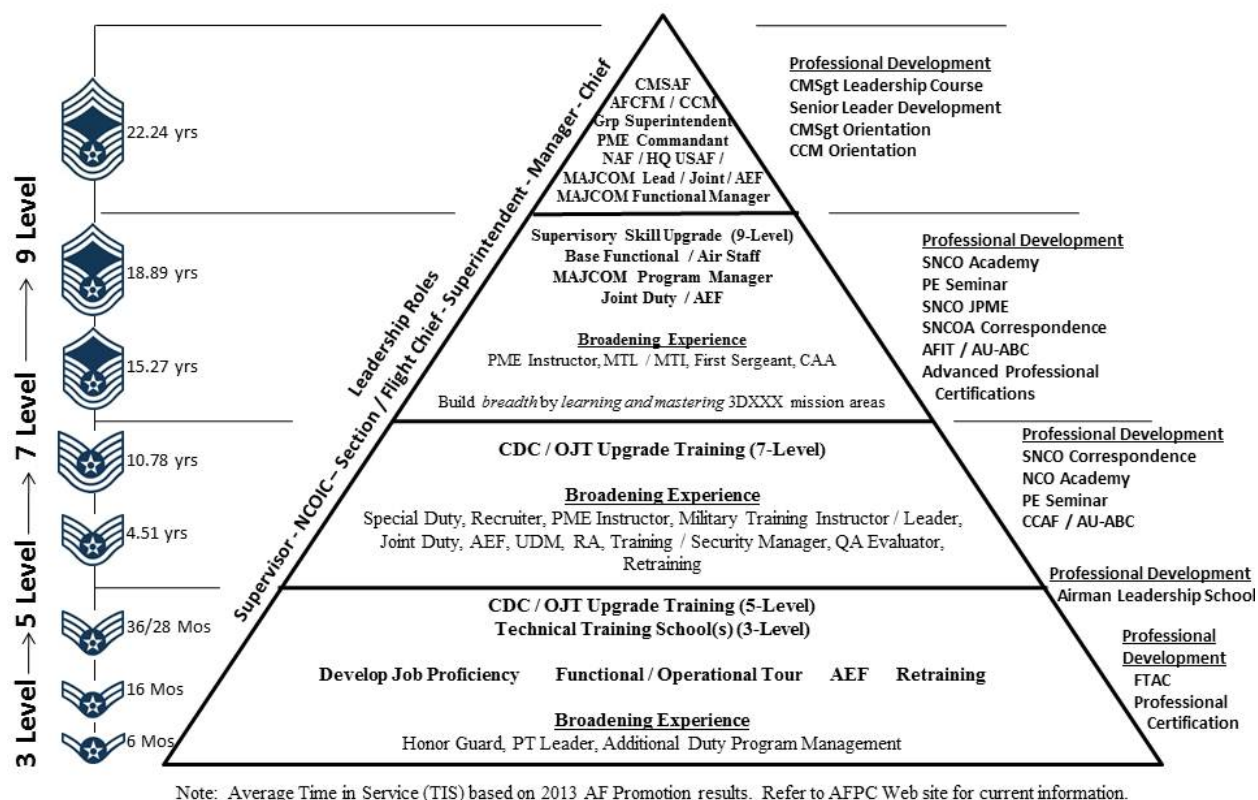
**4.4. MAJCOM Functional Managers (MFM) for Cyberspace Support.** (AFI 36- 2201, Air Force Training Program; AFI 36-2101, Classifying Military Personnel (Officers and Enlisted); Air Force Enlisted Classification Directory). Appointed by the MAJCOM Director of Communications (A6) or equivalent. Advises the MAJCOM/A6 and staff on 3DXXX utilization and training issues. Serves as the MAJCOM voting representative during career field STRT/U&TW. Assists in gathering inputs and data to complete enlisted grade allocation for Career Progression Group (CPG) reviews. Provides guidance to subordinate units on 3DXXX personnel issues. Assists with the dissemination of information regarding Air Force and career field policies, plans, programs, and procedures to subordinate units. Assists in identifying qualified subject matter experts to help with the development of Specialty Knowledge Tests (SKT) and the Career Development Course (CDC). Acts as the primary MAJCOM reviewer on CDC training and classification waiver request packages. Coordinates on all MAJCOM 3DXXX staffing and manpower issues.

**4.5. Air Force Career Field Managers (AFCFM) for the Cyberspace Support Career Fields.** (AFPD 36-26, *Total Force Development*; AFI 36-2201, *Air Force Training Program*; AFI 36-2101, *Classifying Military Personnel (Officers and Enlisted)*; Air Force Enlisted Classification Directory). Appointed by the Air Force Chief, Information Dominance and Chief Information Officer (SAF/CIO A6). Advisor to the SAF/CIO A6 on all matters affecting the Cyberspace Support career fields. Communicates directly with MFMs and AETC Training

Managers to disseminate Air Force and career field policies and program requirements. Ensures development, implementation, and maintenance of the CFETP. Serves as the chairperson for the STRT/U and uses it as a forum to determine and manage career field education and training requirements, as they apply to mission needs. Possesses final authority to waive CFETP requirements, including CDCs. Assists AETC training managers and course supervisors with planning, developing, implementing, and maintaining all AFSC-specific training courses. Assists in the development of AFSC-related manpower standards.

**5. Skills and Career Progression.** Adequate training is essential to timely progression of personnel from apprentice to superintendent skill levels and plays an important role in the Air Force's ability to accomplish its mission. Everyone involved in training must do their part to plan, manage, and conduct effective training programs. The guidance provided in this part of the CFETP and the [3DXXX Cyberspace Support Career Field Path](#) table will ensure individuals receive viable training at appropriate points in their career. Mandatory requirements for upgrade training to each skill level are covered in [Section C](#).

### 3DXXX Career Path Chart



**6. Training Decisions.** This CFETP was developed to encapsulate an entire spectrum of training requirements for the Cyberspace Support career field family, using a building block approach (simple to complex). Included in this spectrum is the strategy of when, where, and how to meet the training requirements. The strategy must be apparent and affordable to reduce duplication of training and eliminate a disjointed approach to training.

**6.1. Proficiency Training.** This training is job qualification for an assigned duty position. Additional qualification training becomes necessary when personnel transfer to another duty position, the unit mission changes, a new personnel program comes on board, or any time changes in techniques or procedures occur.

**6.1.1.** The 81 TRSS/TSQ (Q-Flight) develops AFJQSS/AFQTPs to support tasks relating to Cyberspace Operations and Systems, functions, and duties. Completion of AFJQSS/AFQTPs is mandatory by duty position for personnel in upgrade or qualification training.

**6.2. Seven-Level Upgrade Training Requirements:** Completion of the 3DX7X Career Development Course is mandatory. Completion of the 7 level course, is mandatory for upgrade 7 skill level until it is replaced by the 7 level CDCs.

**6.3. Nine-Level training requirements.** Completion of E6ACW3DX9X 00AA Cyberspace Superintendent Course. Mandatory for Qualification Training is required prior to upgrade to 9-Level, per AFCFM.

**7. Community College of the Air Force (CCAF) Academic Programs.** Enrollment in CCAF occurs upon completion of basic military training. CCAF provides the opportunity for all enlisted members to obtain an Associate in Applied Science degree. In order to be awarded the degree must be completed before the student separates from the Air Force, retires, or is commissioned as an officer. In addition to its associate's degree program, CCAF offers the following:

**7.1. CCAF Instructor Certification.** The College offers the CCAF Instructor Certification to instructors teaching full time in a CCAF affiliated school. To qualify, instructors must complete a 3 semester hour Instructor Methodology course, a 12 semester hour Teaching Internship, have one year teaching experience from date of Teaching Internship completion, hold an associate or higher degree, complete at least 1,000 hours of documented practical experience teaching a CCAF course(s), and be recommended by their commander/commandant.

**7.2. CCAF Professional Manager Certification Program.** The Professional Manager Certification (PMC) is a professional credential awarded by CCAF that formally recognizes an individual's advanced level of education and experience in leadership and management, as well as professional accomplishments. The PMC is a culmination of a military members Enlisted Professional Military Education (EPME), military experience and continued dedication to education.

**7.3.** The following degree programs apply to the 3DXXX career field family:

Information Management (1AUYY)

Information Systems Technology (0IYY)

Computer Science (0CYY)

Electronic Systems Technology (4VHP)

Instructor of Technology & Military Science (AETC Certified Instructors)

**7.3.1. Degree Requirements:** Individuals must hold as a minimum 5-skill level at the time of program completion.

	Semester hours
Technical Education.....	24
Leadership, Management, and Military Studies .....	6
Physical Education.....	4
General Education.....	15
Program Electives .....	15
Total	64

**7.3.2. Technical Education (24 semester hours):** A minimum of 12 semester hours of technical core subjects and courses must be applied and the remaining semester hours will be applied from technical core/technical elective subjects and courses. Requests to substitute comparable courses

or to exceed specified semester hour values in any subject/course must be approved in advance by the technical branch of the CCAF Administrative Center.

**7.3.3.** Leadership, Management, and Military Studies (LMMS) (6 semester hours): Professional military education (PME) and/or civilian management courses accepted in transfer and/or by testing credit. See CCAF General Catalog for application of civilian management courses.

**7.3.4.** Physical Education (4 semester hours): Satisfied upon completion of basic military training.

**7.3.5.** General Education (15 semester hours): Courses must meet the criteria for application of courses to the General Education requirement and be in agreement with the definitions of applicable General Education subjects/courses as outlined in the CCAF General Catalog.

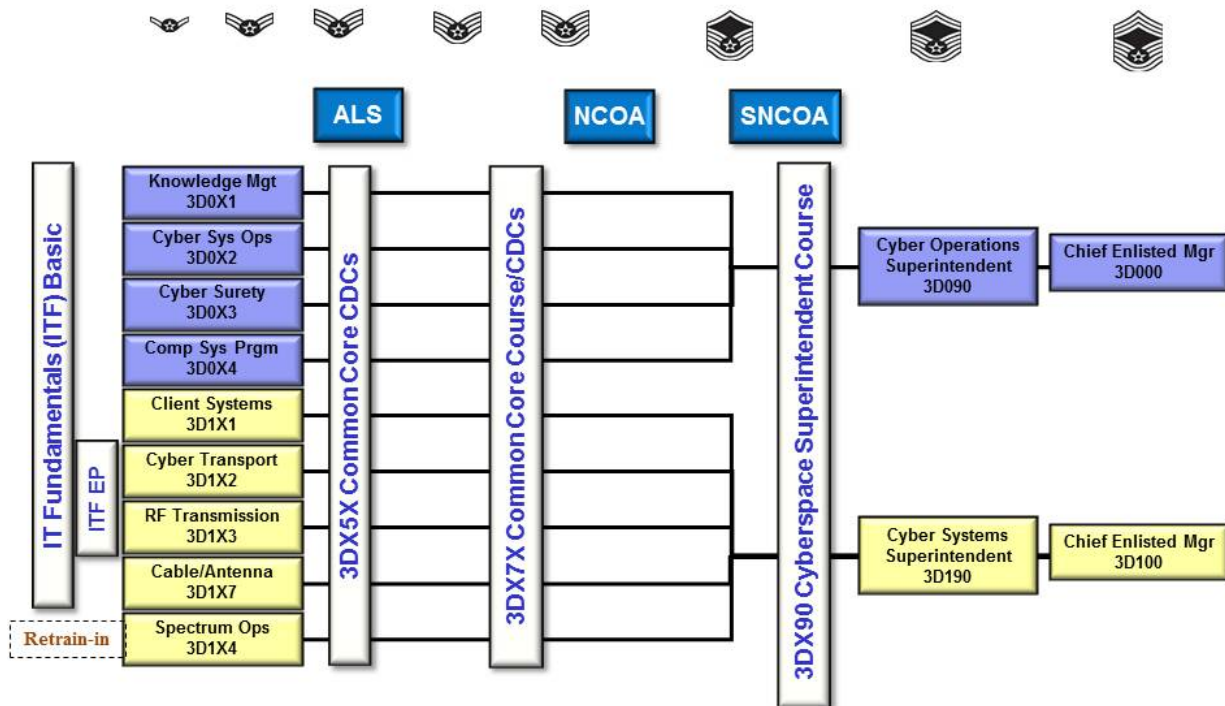
**7.3.6.** Program Elective (15 semester hours): Courses applying to technical education, LMMS or general education requirements; natural science courses meeting general education requirement application criteria; foreign language credit earned at Defense Language Institute or through the Defense Language Proficiency Test; maximum 9 Semester Hours of CCAF degree-applicable technical course credit otherwise not applicable to program of enrollment.

**7.3.7.** General Education Mobile (GEM): GEM is a partnership between CCAF and civilian academic institutions to offer general education courses to meet CCAF A.A.S. degree requirements. Courses are offered via distance learning which reduces CCAF educational impact of deployments, PCS and family commitments.

**7.4.** See the current CCAF General Catalog for details regarding curriculum requirements. The catalog is available at your education office or from <http://www.au.af.mil/au/ccaf/>.

**7.5.** Additional off-duty education is a personal choice that is encouraged for all. Individuals desiring to become an AETC instructor should be actively pursuing an associate degree. A degreed faculty is necessary to maintain CCAF's accreditation through the Southern Association of Colleges and Schools.

**8. Career Field Path.** The following summarizes career progression and personnel allocations across the career ladder. 3D0XX and 3D1XX personnel maintain their individual AFSC identifiers through the rank of MSgt. 3D0X1/3D0X2/3D0X3/3D0X4 merge to become a 3D090 upon promotion to SMSgt and become a 3D000 at the rank of CMSgt. 3D1X1/3D1X2/3D1X3/3D1X4/ 3D1X7 merge to become a 3D190 upon promotion to SMSgt and become a 3D100 at the rank of CMSgt.



<b>3DXXX CYBERSPACE SUPPORT CAREER PATH</b>				
	<b>GRADE REQUIREMENTS</b>			
<b>Education and Training Requirements</b>	<b>Rank</b>	<b>Average Sew-On</b>	<b>Earliest Sew-On</b>	<b>High Year Of Tenure (HYT)</b>
<b>BMTS</b>				
<b>Apprentice Technical School</b> (3-Skill Level)	Amn	6 months		
<b>Upgrade To Journeyman</b> (5-Skill Level) <b>MANDATORY</b> - Minimum 12 months on-the-job (OJT) training. - Minimum 9 months OJT training for retrainees. - Complete AFSC specific CFETP requirements for 5-Skill Level - Complete appropriate CDC. - Specific AFJQSs/AFQTPs for equipment at assigned location by duty position. - Completion of 5-Level Training Track CBTs. <b>OPTIONAL</b> - AETC Supplemental training courses as determined by MAJCOM.	A1C SrA	16 months 3 years	28 months	8 Years
<b>Airman Leadership School (ALS)</b> - Must be a SrA with 48 months' time in service or be a SSgt Selectee. - Resident graduation is a prerequisite for SSgt sew-on (Active Duty Only).	<b>Trainer</b> - Qualified and certified to perform the task to be trained. - Must attend formal AF Training Course. - Recommended by the supervisor.			
<b>Upgrade To Craftsman</b> (7-Skill Level) <b>MANDATORY</b> - Minimum rank of SSgt. - 12 months OJT. - 6 months OJT for retrainees. - Specific AFJQSs/AFQTPs for equipment at assigned location by duty position. - Complete AFSC specific CFETP requirements for 7-Skill Level - Completion of 7-Level Training Track CBTs, if available. - Completion of 7-level CDCs, if available	SSgt	4.51 years	3 years	15 Years



<b>3DXXX CYBERSPACE SUPPORT CAREER PATH</b>				
	<b>GRADE REQUIREMENTS</b>			
<b>Education and Training Requirements</b>	<b>Rank</b>	<b>Average Sew-On</b>	<b>Earliest Sew-On</b>	<b>High Year Of Tenure (HYT)</b>
<b>OPTIONAL</b> AETC Supplemental training courses as determined by MAJCOM.				
<b>Noncommissioned Officer Academy (NCOA)</b> - Must be a TSgt or MSgt. - Resident graduation is a prerequisite for MSgt sew-on (Active Duty Only). - ANG/AFRC TSgt or MSgt may attend in-residence complete by correspondence course.	TSgt	10.78 years	5 years	20 years
	MSgt	15.27 years	8 years	24 years
<b>USAF Senior NCO Academy (SNCOA) or equivalent service school</b> - Must be a SMSgt or SMSgt Selectee. - Resident graduation is a prerequisite for SMSgt sew-on (Active Duty Only).				
<b>Upgrade To Superintendent (9-Skill Level)</b> <b>MANDATORY</b> - Minimum rank of SMSgt. - Completion of E6ACW3DX9X 00AA Cyberspace Superintendent Course. - Completion of 9-Level Training Track CBTs, if available. - Specific AFJQSs/AFQTPs for equipment at assigned location by duty position.	SMSgt	18.89 years	11 years	26 Years
<b>CHIEF MASTER SERGEANT</b>	CMSgt	22.24 years	14 years	30 years

**NOTE 1:** Published sew-on times are Air Force averages. Refer to the Air Force Personnel Center's webpage to determine career field specific information.

**NOTE 2:** See Part II, Sections C and D for a list of AFJQSs/AFQTPs and AETC supplemental training.

**NOTE 3:** All core position tasks must be completed prior to upgrade. This includes all tasks outlined in CFETP 3DXXX and requirements outlined in the trainees AFSC specific CFETP.



### ***Section C - Skill Level Training Requirements***

**9. Purpose.** The various skill levels in the career field are defined in terms of tasks and knowledge requirements for each skill level in the Cyberspace Support career ladder. They are stated in broad, general terms and establish the standards of performance. Core tasks, knowledge items, and skill requirements for this specialty are identified in the STS, COL, CDCs, AFJQSs/AFQTPs, etc. Completion of the mandatory 3-level skill awarding course, CDCs, and applicable AFJQSs/AFQTPs define the Air Force core tasks for this specialty. Note: The AFSC specific CFETP lists additional skill-level requirements.

### **10. Specialty Qualification Requirements.**

#### **10.1. Apprentice (3-Level) Training.**

KNOWLEDGE	None required.
EDUCATION	Completion of high school is mandatory.
TRAINING	Completion of the career field-specific Apprentice course. See Part II, Section B for Course Objective List.
EXPERIENCE	None required
OTHER	Must maintain an Air Force Network License according to AFI 33-115, Vol 2, Licensing Network Users and Certifying Network Professional and AFMAN 33-282, Computer Security (COMPUSEC). Eligibility for a security clearance according to AFI 31-501, <i>Personnel Security Program Management</i> , is mandatory for award and retention of this skill level.
IMPLEMENTATION	Attendance at the career field-specific Apprentice course is mandatory for award of the 3-skill level unless waived by the AFCFM

### 10.2. Journeyman (5-Level) Training.

KNOWLEDGE	Completion of the 3DX5X and career field-specific Career Development Courses.
TRAINING	No mandatory AETC training courses are required for upgrade Completion of 5-level training track CBTs as applicable.
EXPERIENCE	Qualification in and possession of AFSC 3DX3X. Experience performing 3DXXX functions specific to your career field. Completion of all STS core tasks. Completion of applicable AFJQSS/AFQTPs. Completion of all local tasks assigned for the duty position.
OTHER	Must maintain an Air Force Network License according to AFI 33-115, Vol 2, Licensing Network Users and Certifying Network Professional and AFMAN 33-282, Computer Security (COMPUSEC).
IMPLEMENTATION	Entry into formal journeyman upgrade training is accomplished once individuals are assigned to their first duty station. Qualification training is initiated anytime individuals are assigned duties for which they are not qualified. Use CDCs, CBTs and AFJQSS/AFQTPs concurrently to obtain the necessary qualification for refresher and cross-utilization training.

### 10.3. Craftsman (7-Level) Training.

KNOWLEDGE	All 3DX5X knowledge qualifications apply to the 3DX7X requirements. Completion of the 3DX7X and career field-specific Career Development Courses (if applicable).
TRAINING	Completion of 7-level training track CBTs. Completion of applicable AFJQSS/AFQTPs.
EXPERIENCE	Qualification in and possession of AFSC 3DX5X. Experience performing or supervising one of the functions of 3DXXX. Completion of all STS core tasks. Completion of all local tasks assigned for the duty position.
OTHER	Must maintain an Air Force Network License according to AFI 33-115, Vol 2, Licensing Network Users and Certifying Network Professional and AFMAN 33-282, Computer Security (COMPUSEC).
IMPLEMENTATION	Entry into OJT is initiated when individuals obtain the necessary rank and skill level. Qualification training is initiated anytime an individual is assigned duties for which they are not qualified. Use CDCs and AFJQSS/AFQTPs concurrently to obtain the necessary qualification for refresher and cross-utilization training.

#### 10.4. Superintendent (9-Level) Training.

KNOWLEDGE	Cyberspace Operations. Resource Management. Manpower and Organization. Administrative Contract Management. Training Management. Logistics Management. Records Management. Deployment Management. Base/Unit Functional Management. Awards Programs. System and Equipment Capability, Capacity, and Logic. Software Methodology. Project Management. Techniques and Procedures of System Analysis and Design. Systems Operations and Maintenance. Techniques and procedures of systems analysis and design. Interpretation of wiring and logic diagrams. Performance measurement, security, and resource management.
TRAINING	Completion of E6ACW3DX9X 00AA Cyberspace Superintendent Course. Mandatory for upgrade to 9-Level, per AFCFM.
EXPERIENCE	Qualification in and possession of AFSC 3DXXX. Directing functions such as systems analysis or design, software development, teleprocessing systems operations and maintenance.
OTHER	Must maintain an Air Force Network License according to AFI 33-115, Vol 2, Licensing Network Users and Certifying Network Professional and AFMAN 33-282, Computer Security (COMPUSEC).
IMPLEMENTATION	Entry into OJT is initiated when individuals are selected for the rank of SMSgt. Qualification training is initiated anytime individuals are assigned duties for which they are not qualified.

#### 10.5. Training Sources.

**10.5.1.** Career field-specific and Common Core 3DX5X CDCs and 3DX7X CDCs (when available) are for upgrade purposes through the unit training manager or online at Air University. For individual qualification and cross-utilization training, CDCs are ordered through the unit training office.

**10.5.2.** AFJQSs/AFQTPs are Air Force publications and are mandatory for use by personnel in upgrade or qualification training. They are developed by the 81 TRSS (Q-Flight), Keesler AFB, MS and may be downloaded from the Q-Flight Sharepoint site. Procedures for requesting development of AFJQSs/AFQTPs are contained in AFI 33-154, *Air Force On-the-Job Training Products for Cyberspace Support Enlisted Specialty Training*. AFJQSs/AFQTPs are listed in Part II, Section C, of this CFETP.

#### ***Section D - Resource Constraints***

**11. Purpose.** This section identifies known resource constraints that preclude optimal/desired training from being developed or conducted, including information such as cost and manpower. Included are narrative explanations of each resource constraint and an impact statement describing what effect each constraint has on training, the resources needed, and actions required satisfying the training requirements.

**12. Apprentice (3-Level) Training.** There are no constraints.

**13. Journeyman (5-Level) Training.** There are no constraints.

**14. Craftsman (7-Level) Training.** There are no constraints.

**15. Superintendent (9-Level) Training.** There are no constraints.

#### ***Section E - Transition Training Guide***

There are currently no transition training requirements. This area is reserved.

## **PART II**

### ***Section A - Specialty Training Standard***

**1.** Implementation. This STS will be used for technical training provided by AETC for the 3-level courses beginning on 1 June 2015.

**2.** Purpose. As prescribed in AFI 36-2201, and this STS:

**2.1.** Lists in column 1 (Task, Knowledge, and Technical Reference) the most common tasks, knowledge, and technical references (TR) necessary for Airmen to perform duties in the 3-, 5-, and 7-skill level. Column 2 (Core Tasks) identifies, by asterisk (\*), specialty-wide training requirements. NOTE: Core tasks are minimum task training requirements for upgrade to the 5-skill level.

**2.2.** Provides certification for OJT. Column 3 is used to record completion of tasks and knowledge training requirements. Use automated training management systems to document technician qualifications, if available. For initial certification or transcribing documentation complete the columns in accordance to AFI 36-2201.

**2.3.** Shows formal training and correspondence course requirements. Column 4 shows the proficiency to be demonstrated on the job by the graduate as a result of training on the task/knowledge and the career knowledge provided by the correspondence course. See the Air University Catalog maintained at [https://cs3.eis.af.mil/sites/AE-ED-02-37/AFKN\\_Docs/Forms/AllItems.aspx?RootFolder=%2Fsites%2FAE%2DED%2D02%2D37%2FAFKN%5FDocs%2Fe%2DCDC%5FCDC%20Catalog](https://cs3.eis.af.mil/sites/AE-ED-02-37/AFKN_Docs/Forms/AllItems.aspx?RootFolder=%2Fsites%2FAE%2DED%2D02%2D37%2FAFKN%5FDocs%2Fe%2DCDC%5FCDC%20Catalog) for current CDC listings.

**2.4.** Qualitative Requirements. Attachment 1 contains the tasks, knowledge and proficiency levels referenced in paragraph 2. Columns are marked with a proficiency code to indicate subjects taught. An X in the proficiency code column indicates a lack of student man years and instructor resources. Trainees without prerequisites specified in Education and Training Course Announcement (ETCA) cannot be expected to meet proficiency levels indicated.

**2.5.** Becomes a job qualification standard (JQS) for on-the-job training when placed in AF Form 623, *Individual Training Record* folder, and used according to AFI 36-2201.

**2.6.** Is a guide for development of promotion tests used in the Weighted Airman Promotion System (WAPS). Specialty Knowledge Tests (SKT) are developed at the USAF AETC Airmen Advancement Division by senior NCOs with extensive practical experience in their career fields. The tests sample knowledge of STS subject matter areas judged by test development team members as most appropriate for promotion to higher grades. Questions are based upon study references listed in the Enlisted Promotion References and Requirements Catalog (EPRRC). Individual responsibilities are listed in chapter 1 of AFI 36-2605, *Air Force Military Personnel Testing System*. WAPS is not applicable to the Air National Guard or Air Reserve Forces.

**3. Recommendations.** Comments and recommendations are invited concerning the quality of AETC training. A Training Feedback Hotline has been installed for the supervisors' convenience. For a quick response to concerns, call our Training Feedback Hotline at DSN 597-4566, fax us at DSN 597-3790, or e-mail us at [81trg-tget@us.af.mil](mailto:81trg-tget@us.af.mil). Reference this STS and identify the specific area of concern (paragraph, training standard element, etc.).

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

MICHAEL J. BASLA, Lieutenant General, USAF  
Chief, Information Dominance and  
Chief Information Officer

Attachments:

1. Qualitative Requirements
2. Specialty Training Standard (STS) 3DXXX



## PREFACE

**NOTE 1:** Users are responsible for annotating technical references to identify current references pending STS revision. Locate current Air Force publications at:

DOD Issuances and OSD Administrative Instructions at:

<http://www.dtic.mil/whs/directives/>.

Air Force publications at: <http://www.e-publishing.af.mil/>.

AFSSIs at: <https://private.afnic.af.mil/ia/PolicyDocuments.cfm>.

DISA Circulars and Instructions at: <https://www.disa.mil/About/DISA-Issuances>.

Technical Orders (TO) at: <https://www.my.af.mil/etims/ETIMS/index.jsp>.

AF e-Learning:

<https://usafprod.skillport.com/skillportfe/custom/login/usaf/seamlesslogin.action>.

**NOTE 2:** Knowledge and/or performance tasks are defined in the AFJQS. AFJQS items set the standard for qualification and certification and are mandatory for use in conjunction with this STS when applicable to the duty position.

**NOTE 3:** All objectives are trained during wartime.

**NOTE 4:** Track and manage training for TSgts and below and MSgt/SMSGt retrainees using Training Business Area (TBA).

**NOTE 5:** When an AFJQS is loaded into TBA, AFJQS task numbering will vary from the STS. The numbering scheme is defined by your work center specific master training plan.

**NOTE 6:** Third person certification is not required for Cyberspace Support Specialist personnel. However, members (to include civilians and contractors) assigned to crew positions are still required position certification in accordance with Stan/Eval procedures.

**NOTE 7:** In the event of data network or computer system failure, courses are authorized to use alternative methods of instruction to fulfill this STS element.

**NOTE 8:** Unless otherwise stated in the objective, the student may be allowed two assists from the instructor and still successfully achieve the proper level of proficiency. An instructor assist is defined as anytime an instructor must intercede to provide guidance to a student which leads to a satisfactory completion of the objective or to prevent a student from continuing in a manner which will lead to an unsatisfactory conclusion, safety violation, or damage to the equipment. Successful students have performed the task to the satisfaction of the course; however, they may not be capable of meeting the field requirements for speed or accuracy.

**NOTE 9:** All equipment related objectives are performed by following procedures from technical orders, technical manuals, or student instructional material developed by the training facility.

**NOTE 10:** Senior NCOs in the 3DXXX AFSCs are not required to have an Individual Training Plan (ITP) with the following exceptions: personnel in upgrade training status, or performing equipment maintenance as part of primary duties. Unit Commanders can require Senior NCOs with UTC tasks to have an ITP.

**NOTE 11:** The ITF-EP 3 skill level course training requirement applies to the 3D1X2 and 3D1X3 AFSCs.

**NOTE 12:** Task applies to the 3D1X3 AFSC only.

**NOTE 13:** The CFETP 3DXXX consists of tasks which are shared by all 3Ds. Supervisors, Trainers and Trainees must also adhere to the requirements outlined in the trainees AFSC specific CFETP.

## Qualitative Requirements

<p align="center"><i>THIS BLOCK IS FOR IDENTIFICATION PURPOSES ONLY</i></p> <p align="center">Personal Data – Privacy Act of 1974</p>		
PRINTED NAME OF TRAINEE ( <i>Last, First, Middle Initial</i> )	INITIALS ( <i>Written</i> )	Last 4 of SSAN
PRINTED NAME OF TRAINER AND CERTIFYING OFFICIAL AND WRITTEN INITIALS		
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	
N/I	N/I	

PROFICIENCY CODE KEY		
	SCALE VALUE	DEFINITION: <b>The individual</b>
Task Performance Levels	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (EXTREMELY LIMITED)
	2	Can do most parts of the task. Needs help only on hardest parts. (PARTIALLY PROFICIENT)
	3	Can do all parts of the task. Needs only a spot check of completed work. (COMPETENT)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (HIGHLY PROFICIENT)
*Task Knowledge Levels	a	Can name parts, tools, and simple facts about the task. (NOMENCLATURE)
	b	Can determine step by step procedures for doing the task. (PROCEDURES)
	c	Can identify why and when the task must be done and why each step is needed. (OPERATING PRINCIPLES)
	d	Can predict, isolate, and resolve problems about the task. (ADVANCED THEORY)
**Subject Knowledge Levels	A	Can identify basic facts and terms about the subject. (FACTS)
	B	Can identify relationship of basic facts and state general principles about the subject. (PRINCIPLES)
	C	Can analyze facts and principles and draw conclusions about the subject. (ANALYSIS)
	D	Can evaluate conditions and make proper decisions about the subject. (EVALUATION)
<b>Explanations</b>		
<p>* A task knowledge scale value may be used alone or with a task performance scale value to define a level of knowledge for a specific task. (Example: b and 1b)</p> <p>** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks. This mark is used alone instead of a scale value to show that no proficiency training is provided in the course or CDC.</p> <p>(-) This mark is used alone in Proficiency Codes Course columns to show that training is required but not given due to limitations in resources.</p> <p>NOTE: All tasks and knowledge items shown with a proficiency code are trained during wartime.</p> <p>(-) When this code is used in the Core &amp; Wartime Tasks Column it indicates that the qualification is a local determination.</p> <p>(5) When this code is used in the Core &amp; Wartime Tasks Column it indicates the CFM has mandated this task as a core 5-level requirement. The training to satisfy this requirement is either provided through OJT, CBTs, CDCs, or a combination.</p> <p>(7) When this code is used in the Core &amp; Wartime Tasks Column it indicates the CFM has mandated this task as a core 7-level requirement. The training to satisfy this requirement is either provided through OJT, CBTs, CDCs, or a combination.</p>		

**CDC column.** The use of proficiency coding indicates the level of knowledge training provided by the CDCs, The CDC column will now identify the subject knowledge level covered in the CDC. Information pertaining to the meaning of the code can be located in the STS coding system table.

**CFETP versus AFJQS task coding.** AFJQSs/AFQTPs annotated in the CFETP with a skill level denotes the AFJQS is mandatory.

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
<b>1. AIR FORCE CYBERSPACE OPERATIONS AND SUPPORT</b> TR: AFH 33-337; AFIs 10-401, 33-115 Vols 1 & 3, 33-150, 36-2101; 3DXXX CFETP; AFECD										
1.1. Air Force Specialty (AFS) 3DXXX										
1.1.1. Explain Duties/Responsibilities of AFS	5					A	A	A	-	-
1.1.2. Explain Qualifications	5					-	-	A	A	-
1.1.3. Progression within AFS	5					-	-	A	B	-
1.2. Read CFETP 3DXXX, Part I	5					-	-	-	-	-
1.3. Cyberspace Policy, Doctrine, and Guidance										
1.3.1. Fundamentals of Influence Operations, Electronic Warfare Operations, and Network Warfare Operations	-					-	-	-	-	A
1.3.2. Capabilities of Influence Operations, Electronic Warfare Operations, and Network Warfare Operations	-					-	-	-	-	B
1.3.3. Integrated Capabilities of Influence Operations, Electronic Warfare Operations, and Network Warfare Operations	-					-	-	-	-	B
1.3.4. Evolution of US Strategy and Cyberspace	-					-	-	-	-	B
1.3.5. Cyberspace Doctrine Principles	-					-	-	-	-	B
1.4. Cyberspace Organizational Structure TR: AFD 10-17; AFI 33-115V(1), 38-101, <a href="https://cs.eis.af.mil/a6/default.aspx">https://cs.eis.af.mil/a6/default.aspx</a>										
1.4.1. Joint, DOD, and Combined Units										
1.4.1.1. United States Strategic Command (USSTRATCOM)	-					-	-	-	-	A
1.4.1.2. United States Cyber Command (USCYBERCOM)	-					-	-	-	-	A

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
1.4.1.3. Joint Information Operations Warfare Center (JIOWC)	-					-	-	-	-	A
1.4.1.4. JFCC-Space (JFCC-SPACE)	-					-	-	-	-	A
1.4.1.5. JFCC-Global Strike (JFCC-GS)	-					-	-	-	-	A
1.4.1.6. Defense Information Systems Agency (DISA)	-					-	-	-	-	A
1.4.1.7. Allies/Coalition NW Ops	-					-	-	-	-	A
1.4.1.8. NORAD & USNORTHCOM	-					-	-	-	-	A
1.4.2. Air Force Units										
1.4.2.1. Communications Squadron	5					-	-	A	-	-
1.4.2.2. Air Communications Squadron (ACOMS)	5					-	-	A	-	-
1.4.2.3. Combat Communications Squadrons	5					-	-	A	-	-
1.4.2.4. Expeditionary Communications Squadron	5					-	-	A	-	-
1.4.2.5. Air and Space Operations Center (AOC)	5					-	-	A	-	-
1.4.2.6. Contingency Response Wing (CRW)	-					-	-	-	-	-
1.4.2.7. Air Control Squadron (ACS)	-					-	-	-	-	-
1.4.2.8. Engineering & Installation Squadron (E&I)	5					-	-	A	-	-
1.4.2.9. Air Force Network Operations (AFNetOps)										
1.4.2.9.1. 24th Air Force	5					-	-	A	-	-
1.4.2.9.2. 624th Operations Center (624 OC)	5					-	-	B	-	-
1.4.2.9.3. 67th Cyberspace Wing	5					-	-	A	-	-
1.4.2.9.4. Network Operations Security Center (NOSC)	5					-	-	B	-	-
1.4.2.9.5. Enterprise Service Unit (ESU)	5					-	-	B	-	-
1.4.2.9.6. Area Processing Center (APC)	5					-	-	B	-	-
1.4.2.9.7. Enterprise Service Desk (ESD)	5					-	-	B	B	-
1.4.2.9.8. Communications Focal Point (CFP) TR: MPTO 00-33A-1001-WA-1	5					-	-	B	B	-
1.5. Cyberspace Management Fundamentals										

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
1.5.1. Defense-in-Depth	-					-	-	-	-	A
1.5.2. Role of the DoD Information Network (DODIN) in Supporting Operations	-					-	-	-	-	A
1.5.3. Network Warfare Support (NS) Capabilities and Limitations	-					-	-	-	-	A
1.5.4. Network Defense (NetD) Capabilities and limitations	-					-	-	-	-	A
1.5.5. Threat Capabilities and Limitations and their Applicability to the Current Mission	-					-	-	-	-	A
1.6. Cyber Operations TR: AFDD 3-12, AFI 10-706; AFD 3-13.1										
1.6.1. Structure	-					-	-	A	B	-
1.6.2. Missions										
1.6.2.1. Offensive	-					-	-	A	A	-
1.6.2.2. Defensive	-					-	-	A	A	-
1.6.2.3. Exploitation	-					-	-	A	A	
1.6.2.4. Other (e.g. Influence Operations (IFO), Electronic Warfare (EW))	-					-	-	A	A	-
1.6.3. Network Warfare Fundamentals										
1.6.3.1. Control Systems (e.g. Supervisory Control and Data Acquisition (SCADA) Networks)	-					-	-	A	A	-
1.6.3.2. Identify Tactical Data Link (TADL) Networks	-					-	-	A	A	-
1.6.3.3. Network Exploitation Capabilities	-					-	-	A	A	-
1.6.4. Cyber Capabilities										
1.6.4.1. Effects on Adversary Decision Makers	5					-	-	B	B	-
1.6.4.2. Role of Cyber Operations in Achieving Military and National Goals and Objectives	5					-	-	B	B	-
1.6.4.3. Information Superiority	5					-	-	B	B	-
1.6.4.4. 624th Operations Center Role	5					-	-	B	B	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
1.6.4.5. Role of Integrated Network Operations and Security Centers (I-NOSC)	5					-	-	B	B	-
1.6.4.6. Role of Network Control Centers (NCC)	5					-	-	B	-	-
1.6.4.7. Air Operations Center (AOC) Role	5					-	-	B	B	-
1.6.4.8. Ops Defensive Measures	-					-	-	-	-	-
1.6.4.9. Ops Capabilities	-					-	-	-	-	-
1.6.4.10. Checklists, Standard Operating Procedures (SOP), Tactics, Techniques and Procedures (TTP)	5					-	-	A	B	-
1.7. Information Technology Infrastructure Library (ITIL) TR: <a href="https://www.my.af.mil">https://www.my.af.mil</a> (under AF e-Learning site) ITIL 2011 Edition Overview: Intro to ITIL Framework										
1.7.1. Overview	7					-	-	A	B	-
1.7.2. Service Strategy	7					-	-	A	B	-
1.7.3. Service Design	7					-	-	A	B	-
1.7.4. Service Transition	7					-	-	A	B	-
1.7.5. Service Operation	7					-	-	A	B	-
1.7.6. Continual Service Improvement	7					-	-	A	B	-
1.8. Communications Etiquette TR: AFPAM 36-2241; AFH 33-337	-					-	-	-	-	-
<b>2. SAFETY/RISK MANAGEMENT (RM)</b> TR: AFIs 91-203, 91-302										
2.1. Safety	5					B	B	B	-	-
2.2. RM	5					A	A	A	A	-
2.3. Fire Protection Procedures TR: AFI 91-203 chap 6; Command And Local Directives										
2.3.1. Fire Extinguishers	5					A	A	A	-	-
2.3.2. Describe Fire Protection Procedures for Electronic Equipment	5					-	-	-	-	-



1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
2.3.3. Describe Fire Protection Procedures for Critical Communications Facilities	-					-	-	-	-	-
2.4. Work Center Safety Program TR: AFI 91-202, chaps 1, 2.2. thru 2.3, and 4; AFI 91-203 chap 1; Command and Local Directives										
2.4.1. Manage Work Center Program	-					-	-	-	A	-
2.4.2. Conduct Job Safety Analysis	-					-	-	-	A	-
2.4.3. Document AF Form 55	7					-	-	-	-	-
2.4.4. Conduct Inspections	-					-	-	-	A	-
2.5. Understand First Aid, CPR	5					A	A	-	-	-
2.6. Personal and Family Countermeasures (CM)	5					A	A	-	-	-
2.7. Safety Precautions and Guidelines TR: AFI 91-203, AFQTP 3DXXX-202A										
2.7.1. AF Consolidated Occupational Safety Instruction and its importance TR: AFI 91-203	-					-	A	-	-	-
2.7.2. Electrostatic Discharge	-					-	A	-	-	-
2.7.3. Communications Systems Grounding, Bonding and Shielding	-					-	A	-	-	-
<b>3. AUTHORITY AND USER RESPONSIBILITIES</b> TR: AFDD 3-13, Information Operations; <a href="#">Health Insurance Portability and Accountability Act (HIPAA)</a> , <a href="http://www.dtic.mil/doctrine/new_pubs/jp3_13.pdf">http://www.dtic.mil/doctrine/new_pubs/jp3_13.pdf</a> , <a href="#">USC TITLE 10, 18 and 50</a>										
3.1. Laws and Ethics										
3.1.1. US Codes (e.g. Titles 10, 15, 18, 32, 50)	-					A	A	A	B	B
3.1.2. US Telecommunications Laws	-					-	-	-	-	A
3.1.3. International Laws Affecting Electronic Communications	-					-	-	-	-	A

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
3.1.4. LOAC Limitation Principles in Conducting Cyber Operations	-					-	-	-	-	A
3.2. Rules of Engagement (ROE)										
3.2.1. Policy	5					A	A	B	B	-
3.2.2. Security Tools	-					A	A	B	B	-
3.2.3. Cyber Management Ethics	-					A	A	B	B	-
3.2.4. System Monitoring	-					A	A	B	B	-
3.3. Protect or Understand Special Data Protection (e.g. sensitive personnel information)	5					A	A	-	-	-
3.4. Information Management TR: AFD 33-3; AFIs, 33-321, 33-129; AFH 33-337; AFMANs 33-152, 33-326; 37-104 (will convert to AFI 33-396) and TO 31S5-4-7205-8-1 PKI Fundamentals										
3.4.1. Electronic Communications	5					-	-	A	A	-
3.4.2. Internet policy Familiarization	5					A	A	A	A	-
3.4.3. E-mail Management										
3.4.3.1. Policy	5					-	-	A	-	-
3.4.3.2. E-mail Etiquette	5					-	-	A	-	-
4. PUBLICATIONS AND DIRECTIVES TR: AFIs 33-Series; <a href="https://www.my.af.mil/afirms/afirms/rims.cfm">AF Records Information Management System (https://www.my.af.mil/afirms/afirms/rims.cfm)</a> ; <a href="http://www.e-publishing.af.mil/">http://www.e-publishing.af.mil/</a>										
4.1 Department of Defense (DOD) / Joint Publications TR: <a href="http://www.dtic.mil/whs/directives/corres/pub1.html">http://www.dtic.mil/whs/directives/corres/pub1.html</a>	-					-	-	A	-	-
4.2. Air Force Publications TR: AFI 33-360; AFD 33-4	5					-	-	A	-	-
4.3. AF Publication Types										
4.3.1. Instructions	5					-	-	A	-	-
4.3.2. Manuals	5					-	-	A	-	-
4.3.3. Policy Directives	5					-	-	A	-	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
4.3.4. Pamphlets	5					-	-	A	-	-
4.3.5. Guidance Memorandums	5					-	-	A	-	-
4.4. Locate AF Publications TR: <a href="http://www.e-publishing.af.mil/">http://www.e-publishing.af.mil/</a>	5					-	-	A	-	-
4.5. Prepare Local Instructions TR: AFI 33-360 and CYSS SharePoint site <a href="https://cs3.eis.af.mil/sites/oo-sc-ca-34/default.aspx">https://cs3.eis.af.mil/sites/oo-sc-ca-34/default.aspx</a>	-					-	-	-	A	-
4.6. Report Publication Errors, Form Deficiencies, and Improvements TR: AFI 33-360	5					-	-	A	-	-
4.7. Allied Communications Publications (ACP) TR: <a href="http://jcs.dtic.mil/j6/cceb/acps/">http://jcs.dtic.mil/j6/cceb/acps/</a>	-					-	-	A	-	-
4.8. Commercial/Vendor Publications	5					-	-	A	-	-
4.9. DISA Publications TR: <a href="http://www.disa.mil/About/DISA-Issuances">http://www.disa.mil/About/DISA-Issuances</a>	-					-	-	A	-	-
4.10. Technical Orders (TO)										
4.10.1. Describe Technical Orders TR: TO 00-5-1	-					A	A	A	-	-
4.10.2. Describe Technical Order System TR: AFI 63-101/20-101; TO 00-5-1-WA-1; TO 00-5-18-WA-1	5					-	-	A	A	-
4.10.3. Locate TO Numbers and Titles in each TO Index TR: TO 00-5-1-WA-1; TO 00-5-18-WA-1; <a href="https://www.my.af.mil/etims/ETIMS/index.jsp">https://www.my.af.mil/etims/ETIMS/index.jsp</a> ; Applicable TO index	-					-	-	-		-
4.10.4. Identify Time Compliance Technical Orders (TCTO) Procedures TR: <a href="https://www.my.af.mil/etims/ETIMS/index.jsp">https://www.my.af.mil/etims/ETIMS/index.jsp</a> ; AFI 33-150; TO 00-5-15-WA-1, TO 00-33A-1001-WA-1 and applicable TCTOs	-					-	-	-	-	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
4.10.5. Implement Time Compliance Technical Orders (TCTO) Procedures and Document Completion TR: <a href="https://www.my.af.mil/etims/ETIMS/index.jsp">https://www.my.af.mil/etims/ETIMS/index.jsp</a> ; AFI 33-150; TO 00-5-15-WA-1, TO 00-33A-1001-WA-1; and applicable TCTOs	-					-	-	-	-	-
4.10.6. Prepare Local Work Cards, Checklists and Job Guides TR: TO 00-5-1-WA-1; Command and Local Directives	-					-	-	-	B	-
4.10.7. Report Technical Order Improvements TR: TO 00-5-1-WA-1	5					-	-	-	A	-
4.11. Standard Installation Practices Technical Order (SIPTO) TR: TOs 31-10-2; 31-10-3; 31-10-4, 31-10-5, 31-10-6, 31-10-7, 31-10-9, 31-10-10, 31-10-11, 31-10-12, 31-10-14, 31-10-19, 31-10-20, 31-10-21, 31-10-23, 31-10-24, 31-10-27, 31-10-28, 31-10-29, 31-10-32, 31-10-33, 31-10-34	5					-	-	A	-	-
4.12. Enterprise Information Architecture (EIA)/ Telecommunications Industry Association (TIA) standards TR: <a href="http://global.ihs.com/www.eia.org">http://global.ihs.com/www.eia.org</a> , <a href="http://skillport.books24x7.com/toc.aspx?bookid=33886">http://skillport.books24x7.com/toc.aspx?bookid=33886</a> ; <a href="http://www.tiaonline.org/standards/tia-standards-overview">http://www.tiaonline.org/standards/tia-standards-overview</a>	-					A	A	A	A	-
4.13. Military Standard (MIL STD) TR: <a href="http://www.dsp.dla.mil/APP/UIL/displayPage.aspx?action=content&amp;contentid=66">http://www.dsp.dla.mil/APP/UIL/displayPage.aspx?action=content&amp;contentid=66</a>	-					-	-	A	-	-
<b>5. BASIC COMPUTER FUNDAMENTALS</b> TR: <a href="https://www.my.af.mil">https://www.my.af.mil</a> (under AF e-Learning site)										
5.1. Communications & Network Protocols										

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
5.1.1. Connection Oriented Communication	-					A	A	B	B	-
5.1.2. Connectionless Oriented Communication	-					A	A	B	B	-
5.1.3. International Standards Organization (ISO) Open Systems Interconnect (OSI) Model	-					A	A	B	B	-
5.1.4. TCP/IP	-					A	A	B	B	-
5.1.5. Department of Defense (DoD) Standards Protocol	-					A	A	A	A	-
5.1.6. IPv4/IPV6	-					A	A	B	B	-
5.1.7. Ports (IP)	-					A	A	A	A	-
5.2. Network Theory/Components										
5.2.1. Components										
5.2.1.1. Component Principles	-					B	B	B	B	-
5.2.1.2. Central Processing Unit (CPU)	-					A	A	A	A	-
5.2.1.3. Computer memory	-					A	A	A	A	-
5.2.1.4. Input/output (I/O) Devices	-					A	A	A	A	-
5.2.1.5. Storage Devices	-					A	A	A	A	-
5.2.1.6. Peripherals (Printers, FAX, Scanners, etc)	-					A	A	A	A	-
5.2.2. Network Types										
5.2.2.1. Wired ( LAN, WAN, MAN)	-					A	A	B	B	-
5.2.2.2. Wireless	-					A	A	B	B	-
5.2.2.3. Virtual Private Network (VPN)	-					A	A	B	B	-
5.2.2.4. Video Teleconference	-					A	A	-	-	-
5.2.2.5. Topologies	-					A	A	B	B	-
5.2.2.6. Theory and Operation of Switching Devices (ATM, ISDN, GIG-E)	-					-	-	B	B	-
5.3. Network Devices										
5.3.1. Modems	-					A	A	A	A	-
5.3.2. Converters	-					A	A	A	-	-
5.3.3. Gateways	-					A	A	A	-	-
5.3.4. Switches	-					A	A	A	A	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
5.3.5. Multiplexers	-					A	A	A	-	-
5.3.6. Bridges/Routers	-					A	A	A	A	-
5.3.7. Encryption Devices	-					A	A	A	A	-
5.4. Communications Mediums	-					A	A	A	A	-
5.5. LAN Architecture	-					A	A	A	A	-
5.6. Software										
5.6.1. Operating Systems (e.g. UNIX, Windows, LINUX)	-					A	A	A	A	-
5.6.2. Applications (e.g. Word, Excel, PowerPoint)	-					A	A	A	B	-
5.6.3. Infectious and Malicious Software	5					A	A	B	B	-
<b>6. ELECTRONICS PRINCIPLES (EP)</b> TR: TO 31-1-141-2WA-1 Ch. 7, 9, and 10										
6.1. Network Fault Isolation Techniques										
6.1.1. Perform Network Error Detection	-					1a	1a	-	-	-
6.1.2. Perform Network Error Correction	-					1a	1a	-	-	-
6.1.3. Describe Network Flow Control	-					1a	1a	-	-	-
6.1.4. Identify Transmission Impairments	-					1a	1a	-	-	-
6.1.5. Network Management Concepts and Responsibilities	-					B	B	-	-	-
6.2. Digital Numbering Systems										
6.2.1. Binary	-					A	A	-	-	-
6.2.2. Hexadecimal	-					A	A	-	-	-
6.2.3. Binary Coded Decimal	-					A	A	-	-	-
6.2.4. Calculate Hexadecimal Numbers	-					-	-	-	-	-
6.3. Fundamentals of Electricity										
6.3.1. Concepts										
6.3.1.1. Current	-					-	A	-	-	-
6.3.1.2. Voltage	-					-	A	-	-	-
6.3.1.3. Resistance	-					-	A	-	-	-
6.3.1.4. Conductance	-					-	A	-	-	-

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
6.3.1.5. Capacitance	-					-	A	-	-	-
6.3.1.6. Power	-					-	A	-	-	-
6.3.2. Identity Basic Terms and Terminology Used in Field of Electronics	-					-	A	-	-	-
6.3.3. Ohms Law and is Applications	-					-	B	-	-	-
6.3.4. Direct Current										
6.3.4.1. Theory	-					-	B	-	-	-
6.3.4.2. Applications	-					-	A	-	-	-
6.3.5. Alternating Current										
6.3.5.1. Theory	-					-	B	-	-	-
6.3.5.2. Applications	-					-	A	-	-	-
6.3.6. Identify and Interpret Basic Electrical Symbols and Drawings	-					-	B	-	-	-
6.4. Component and Device Theory										
6.4.1. Resistors	-					-	A	-	-	-
6.4.2. Capacitors	-					-	A	-	-	-
6.4.3. Inductors	-					-	A	-	-	-
6.4.4. Transformers	-					-	A	-	-	-
6.4.5. Relays and Solenoids	-					-	A	-	-	-
6.4.6. Semiconductors										
6.4.6.1. Diodes	-					-	A	-	-	-
6.4.6.2. Transistors	-					-	A	-	-	-
6.4.6.3. Special Purpose Components										
6.4.6.3.1. Zener Diode	-					-	A	-	-	-
6.4.6.3.2. Light Emitting Diode (LED)	-					-	A	-	-	-
6.4.6.3.3. Liquid Crystal Display (LCD)	-					-	A	-	-	-
6.4.6.3.4. Integrated Circuits	-					-	A	-	-	-
6.5. Electronic Circuits										
6.5.1. Kirchoff's Law	-					-	A	-	-	-
6.5.2. Series Circuits	-					-	B	-	-	-
6.5.3. Parallel Circuits	-					-	B	-	-	-
6.5.4. Power Supply Circuits										

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
6.5.4.1. Theory (Rectifiers, Filters, and Voltage Regulators)	-					-	B	-	-	-
6.5.4.2. Troubleshoot	-					-	2b	-	-	-
6.5.5. Wave Generating Circuits										
6.5.5.1. Oscillators	-					-	B	-	-	-
6.5.5.2. Multivibrators	-					-	B	-	-	-
6.5.5.3. Waveshaping Circuits	-					-	B	-	-	-
6.5.6. Transistor Amplifier Circuits	-					-	B	-	-	-
6.5.7. Digital Circuits										
6.5.7.1. Theory	-					-	B	-	-	-
6.5.7.2. Applications	-					-	B	-	-	-
6.5.7.3. Boolean Algebra	-					-	B	-	-	-
6.5.8. Metric Notation										
6.5.8.1. Calculate Powers of Ten	-					-	B	-	-	-
6.5.8.2. Electrical Prefixes	-					-	B	-	-	-
6.6. Basic Communications Theory										
6.6.1. Communications Mediums										
6.6.1.1. Transmissions Lines	-					-	B	-	-	-
6.6.1.2. Fiber Optics	-					-	B	-	-	-
6.6.1.3. Data Bus (Note 12)	-					-	B	-	-	-
6.6.1.4. Antennas (Note 12)	-					-	B	-	-	-
6.6.1.5. Waveguides (Note 12)	-					-	A	-	-	-
6.6.2. Digital Communications										
6.6.2.1. Synchronous	-					-	A	-	-	-
6.6.2.2. Isochronous	-					-	A	-	-	-
6.6.2.3. Asynchronous	-					-	A	-	-	-
6.6.2.4. Signal Rate	-					-	A	-	-	-
6.6.2.5. Bit Count Integrity	-					-	A	-	-	-
6.6.2.6. Signal Formats	-					-	A	-	-	-
6.6.3. Transmitters (Note 12)										
6.6.3.1. Amplitude Modulation (Note 12)	-					-	B	-	-	-



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		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
6.6.3.2. Frequency Modulation (Note 12)	-					-	B	-	-	-
6.6.4. Receivers (Note 12)										
6.6.4.1. Amplitude Modulation (Note 12)	-					-	B	-	-	-
6.6.4.2. Frequency Modulation (Note 12)	-					-	B	-	-	-
6.6.5. Modulation Techniques (Note 12)										
6.6.5.1. Amplitude Modulation (Note 12)	-					-	B	-	-	-
6.6.5.2. Frequency Modulation (Note 12)	-					-	B	-	-	-
6.6.5.3. Phase Modulation (Note 12)	-					-	B	-	-	-
6.6.5.4. DAMA (Note 12)	-					-	B	-	-	-
6.6.5.5. Frequency Hopping (Note 12)	-					-	A	-	-	-
6.6.5.6. Time-Division (CDMA and GSM) (Note 12)	-					-	A	-	-	-
6.6.6. AM Receiver Signals (Note 12)										
6.6.6.1. Measure Radio Frequency (RF) (Note 12)	-					-	1a	-	-	-
6.6.6.2. Measure Intermediate Frequency (IF) (Note 12)	-					-	1a	-	-	-
6.6.6.3. Measure Audio Frequency (AF) (Note 12)	-					-	1a	-	-	-
6.6.6.4. Measure Local Oscillator (LO) Output (Note 12)	-					-	1a	-	-	-
6.6.7. Electromagnetic Effects (EMP/EMI)	-					-	B	-	-	-
6.7. Types of Wiring and Cable										
6.7.1. Assemble Solderless Connections										
6.7.1.1. Crimped Connection	-					-	2b	-	-	-
6.7.1.2. Coaxial Connector	-					-	2b	-	-	-
6.7.1.3. Multi-pin Connector	-					-	2b	-	-	-
6.8. Use Test Equipment										
6.8.1. Multimeters (Analog/Digital)	-					-	2b	-	-	-
6.8.2. Oscilloscope	-					-	2b	-	-	-
6.8.3. Signal/Function Generator	-					-	2b	-	-	-
6.8.4. Line tester	-					-	2b	-	-	-

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
6.9. Basic Communications Systems										
6.9.1. Communications Systems Components (Block Diagrams)										
6.9.1.1. Wired Communications Systems	-					-	A	-	-	-
6.9.1.2. Wireless Communications Systems	-					-	A	-	-	-
6.9.1.3. Wireless-Wireline Systems Interface	-					-	B	-	-	-
6.9.2. Systems Troubleshooting Techniques	-					-	B	-	-	-
<b>7. ENTERPRISE SYSTEMS/PROGRAMS</b> TR: AFI 13 Series, CJCSI 6211.02C , Joint Pub 6-0										
7.1. Define Non-Secure Networks										
7.1.1. Base Information Transport Infrastructure (BITI)	-					-	-	A	-	-
7.1.2. Global Command and Control Systems (GCCS)	-					-	-	A	-	-
7.1.3. Global Combat Support Systems (GCSS)	-					-	-	A	-	-
7.1.4. DoD Information Network (DoDIN)	-					-	-	A	-	-
7.1.5. Defense Information Systems Network (DISN)	-					A	A	A	-	-
7.1.6. Defense Switched Network (DSN)	5					A	A	A	-	-
7.1.7. Non-Secure Internet Protocol Router Network (NIPRNET)	5					A	A	A	-	-
7.2. Define Secure Networks										
7.2.1. Secret Internet Protocol Router Network (SIPRNET)	5					A	A	A	-	-
7.2.2. Defense Red Switch Network (DRSN)	-					A	A	A	-	-
7.2.3. Joint World-wide Intelligence Communications System (JWICS)	-					-	-	A	-	-
7.2.4. National Security Agency (NSA) Net	-					-	-	A	-	-
7.2.5. Global Broadcast Service (GBS) TR: T.O. 31R2-4-1899-1-WA-1	-					-	-	A	-	-
7.2.6. Global Positioning System (GPS)	-					-	-	A	-	-

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
7.2.7. Distributed Common Ground System (DCGS)	-					-	-	A	-	-
7.2.8. Battle Control System-Fixed	-					-	-	A	-	-
7.2.9. Unit Level-Unit Command and Control (UL-UC2)	-					-	-	A	-	-
7.3. Nuclear Command and Control Systems TR: CJCSI 3231.01B Nuclear Command and Control Extremely Sensitive Operation										
7.3.1. National Military Command Center (NMCC)	-					-	-	A	-	-
7.3.2. Global High Frequency Network	-					-	-	A	-	-
7.3.3. Strategic Automated Command and Control System (SACCS)	-					-	-	A	-	-
7.3.4. Military Strategic and Tactical Relay (MILSTAR) Satellite	-					-	-	-	-	-
7.3.5. Minimum Essential Emergency Communications Network (MEECN)	-					-	-	-	-	-
7.4. Space Systems Elements										
7.4.1. Air Force Satellite Control Network (AFSCN)	-					-	-	-	-	-
7.4.2. Defense Meteorological Satellite Program (DMSP)	-					-	-	-	-	-
7.4.3. SPACECOM Digital Information Network (SDIN)	-					-	-	-	-	
7.5. Long Haul Communication Elements										
7.5.1. DoD Teleports	-					-	-	A	-	-
7.5.2. Standard Tactical Entry Points	-					-	-	A	-	-
8. EXPEDITIONARY COMMUNICATIONS TR: <a href="https://aef.afpc.randolph.af.mil">https://aef.afpc.randolph.af.mil</a> , <a href="https://kdirect.jten.mil/Atlas2/faces/page/login/Login.seam">https://kdirect.jten.mil/Atlas2/faces/page/login/Login.seam</a> AFIs 10-401, 10-403, 21-109, 33-201 (V2), 23-101										
8.1. Joint Task Force (JTF) Organizational Structure										
8.1.1. Unified/Combatant Commands (COCOM)	-					-	-	A	-	-

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
8.1.2. Air Force Component Commander (AFCC)	-					-	-	A	-	-
8.1.3. Joint Force Air Component Commander (JFACC)	-					-	-	A	-	-
8.1.4. Commander Air Force Forces (COMAFFOR)	-					-	-	A	-	-
8.2. Concepts of Aerospace Expeditionary Force (AEF) Employment										
8.2.1. Deployment Process Overview	-					-	-	-	-	-
8.2.2. AEF Tempo Banding	5					-	-	-	-	-
8.2.3. Enabler Forces	5					-	-	-	-	-
8.2.4. Deployment Planning and Execution	-					-	-	-	A	-
8.2.5. Unit Type Codes (UTC)	5					-	-	A	-	-
8.3. UTC Management										
8.3.1. Designed Operational Capability (DOC) Statement	7					-	-	-	A	-
8.3.2. Logistical Detail (LOGDET)	7					-	-	-	A	-
8.3.3. Manpower Force Packaging System (MANFOR)	7					-	-	-	A	-
8.3.4. AEF Posturing	7					-	-	-	-	B
8.3.5. Deployment Sourcing	7					-	-	-	B	B
8.4. Readiness Status Reporting										
8.4.1. Status of Resources and Training (SORTS)	7					-	-	-	A	-
8.4.2. AEF UTC Reporting Tool (ART)	7					-	-	-	A	-
8.5. Force Module Communications Support Concept										
8.5.1. Open the Air Base	7					-	-	-	A	-
8.5.2. Command and Control	7					-	-	-	A	-
8.5.3. Establish the Air Base	7					-	-	-	A	-
8.5.4. Generate the Mission	7					-	-	-	A	-
8.5.5. Operate the Air Base	7					-	-	-	A	-
8.5.6. Robust the Air Base	7					-	-	-	A	-
8.6. Deployment Procedures										

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
8.6.1. Develop Load Plan	-					-	-	-	-	-
8.6.2. Explain Pallet Build-Up Air and Surface Procedures	-					-	-	-	-	-
8.6.3. Explain Hazardous Cargo Preparation	-					-	-	-	-	-
8.6.4. Prepare Documentation	-					-	-	-	-	-
8.6.5. Determine Site Selection Requirements	-					-	-	-	-	-
8.6.6. Determine Site Preparation Requirements	-					-	-	-	-	-
8.6.7. Determine Site Configuration Requirements	-					-	-	-	-	-
8.6.8. Determine Requirements for Constructing Deployment Site Utility Grids	-					-	-	-	-	-
8.7. Typical Deployable Comm Missions TR: <a href="#">AFPAM 10-100</a> , MAJCOM and Local Directives										
8.7.1. Tactical Communications Capability										
8.7.1.1. Contingency Response Groups (CRG)	-					-	-	-	A	-
8.7.1.2. Theater Deployable Communications (TDC)	-					-	-	-	A	-
8.7.1.3. Engineering Installation (EI)	-					-	-	-	A	-
8.7.2. C4ISR Platforms										
8.7.2.1. Air Operations Centers (AOC)	-					-	-	-	A	-
8.7.2.2. Ground Theater Air Control Systems (GTACS)	-					-	-	-	A	-
8.7.2.3. Air Support Operations Centers	-					-	-	-	A	-
8.7.2.4. Remote Piloted Aircraft (RPA)	-					-	-	-	A	-
8.7.3. Installation Notification and Warning System	-					-	-	-	A	-
8.7.4. American Forces Network (AFN)	-					-	-	-	A	-
8.7.5. Aeromedical Evacuation Support	-					-	-	-	A	-
<b>9. C4I SECURITY</b> TR: <a href="#">ACP 122</a> ; AFIs 33-129, 33-138, 33-332; AFKAG-1&2; AFMAN 33-326; DOD Manuel 5200.01 Volume 1; TO 31S5-4-7205 -8-1 PKI Fundamentals										

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
9.1. Operations Security (OPSEC) TR: AFI 10-701; AFD 10-7										
9.1.1. Definition	5					A	A	-	-	-
9.1.2. Background	-					-	-	-	-	-
9.1.3. Relationship of OPSEC to other Security Programs	5					-	A	-	-	-
9.1.4. Vulnerabilities										
9.1.4.1. Open Conversations	5					A	A	-	-	-
9.1.4.2. Short Message Service (i.e. texting)	5					A	A	-	-	-
9.1.4.3. Social Media	5					A	A	-	-	-
9.1.4.4. Family/Friends	5					A	A	-	-	-
9.1.4.5. Critical Information	5					A	A	-	-	-
9.2. Information Security (INFOSEC) TR: AFI 31-401 and AFDs 31-4, 33-2										
9.2.1. Definition	5					A	A	-	-	-
9.2.2. Classification Process	5					-	-	-	-	-
9.2.3. Declassification Process	5					-	-	-	-	-
9.2.4. Information Safeguards										
9.2.4.1. Privacy Act (PA)	5					A	A	-	-	-
9.2.4.2. For Official Use Only (FOUO)	5					A	A	-	-	-
9.2.4.3. Sensitive Unclassified	5					A	A	-	-	-
9.2.4.4. Classified	5					A	A	-	-	-
9.3. Communications Security (COMSEC) TR: AFIs 31-401, 33-201 (V2); AFDs 31-4, 33-2										
9.3.1. Definition	5					A	A	-	-	-
9.3.2. Vulnerabilities	-					A	A	-	-	-
9.3.3. Safeguarding Information	-					A	A	-	-	-
9.3.4. Explain Cryptology (Bound & Unbound) Concepts										
9.3.4.1. Bulk Encryption	-					A	A	-	-	-
9.3.4.2. Information Encryption Techniques	-					A	A	-	-	-

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		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
9.3.4.3. Separation Requirements	-					A	A	-	-	-
9.3.5. Identify Insecurities	-					-	-	-	-	-
9.3.6. Report Insecurities	-					-	-	-	-	-
9.3.7. Protect COMSEC Material TR: AFI 33-201(V2), sec E, paras 20.1 thru 20.6.1 and Local COMSEC Directives										
9.3.7.1. Store COMSEC Material Equipment TR: AFI 33-201(V2), Sec E, paras 19.1 Thru 19.5 and Local COMSEC Directives	-					-	-	-	-	-
9.3.7.2. Store Controlled Cryptographic Equipment TR: AFI 33-201(V2), Sec E, paras 19.1 Thru 19.5 and Local COMSEC Directives	-					-	-	-	-	-
9.3.8. Inventory COMSEC Documents and/or Equipment TR: AFI 33-201(V2), Sec F, para 21.1 Thru 21.14 and Local COMSEC Directives	-					-	-	-	-	-
9.3.9. Page Check COMSEC Documents TR: AFI 33-201(V2), Sec F, paras 22.1 Thru 22.3.4 and Local COMSEC Directives	-					-	-	-	-	-
9.3.10. Post Amendments to COMSEC Documents TR: AFI 33-201(V2), Sec F, paras 23.1 Thru 23.2 and Local COMSEC Directives	-					-	-	-	-	-
9.3.11. Explain Procedures for Destroying Cryptographic Equipment and Materials TR: AFI 33-201(V2), sec G, paras 27 Thru 32 and Local Directives	-					-	-	-	-	-
9.3.12. Explain How to Report Physical, Personnel, and Cryptographic Security Violations TR: AFI 33-201(V2), and Local Directives	-					-	-	-	-	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
9.3.13. Protect Organization's Mission Critical Information TR: AFI 10-701; AFD 10-7; MAJCOM/FOA Directives; and Local Directives	5					-	-	A	A	-
9.4. Emission Security (EMSEC) TR: AFSSI 7700; AFD 33-2										
9.4.1. Definition	5					A	A	-	-	-
9.4.2. Notifications	5					A	A	-	-	-
9.4.3. Vulnerabilities	5					A	A	-	-	-
9.4.4. Protected Distribution System (PDS)	5					A	A	-	-	-
9.4.5. Separation	-					A	A	-	-	-
9.5. Computer Security (COMPUSEC) TR: AFIs 33-200, ; AFD 33-2; AFMAN 33-282										
9.5.1. Definition	5					A	A	A	-	-
9.5.2. Vulnerabilities	5					A	A	B	-	-
9.5.3. Processing Classified Information	5					-	-	B	-	-
9.5.4. Identify Insecurities	5					-	-	B	-	-
9.5.5. Report Insecurities	5					-	-	A	-	-
9.6. Cyber Security										
9.6.1. Cyber Threats and Vulnerabilities	5					A	A	A	B	-
9.6.2. Vulnerability Preventative Measures	-					A	A	A	B	-
9.6.3. Identity Management	-					A	A	A	B	-
9.6.4. Wireless Network Security	-					A	A	A	B	-
9.7. Physical Security TR: AFI 31-101; AFD 31-1										
9.7.1. Definition	5					A	A	-	-	-
9.7.2. Secure Area Access Management	-					-	-	-	-	-
9.7.3. Facility Security Requirements	-					-	-	-	-	-
9.7.4. Identify Violations Procedures	5					-	-	-	-	-
9.7.5. Report Violations Procedures	5					-	-	-	-	-
9.7.6. Classified Material Control										



1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
9.7.6.1. Storage	5					A	A	B	-	-
9.7.6.2. Transport	5					A	A	B	-	-
9.7.6.3. Handling	5					A	A	B	-	-
9.7.6.4. Destruction	-					-	-	A	-	-
9.7.6.5. Classified waste	-					-	-	A	-	-
9.7.6.6. Marking	-					-	-	A	-	-
9.8. Information Assurance TR: AFI 33-200 and AFI 33-210										
9.8.1. Definition	5					A	A	A	-	-
9.8.2. Threats and Vulnerabilities	5					A	A	-	-	-
9.8.3. Protective Measures	5					A	A	-	-	-
9.8.4. Certification and Accreditation Process	-					-	-	-	B	-
9.9. Information Conditions (INFOCON) TR: AFI 10-710	5					A	A	-	-	-
<b>10. KNOWLEDGE MANAGEMENT</b> TR: AF EIM CONOP; AF EIM Strategy; AF Portal Publishing Training Site; Air Force Portal Content Publishing Training Guides; TO 00-33D-3001-W-1 and AFI 33-129										
10.1. Air Force Portal										
10.1.1. Program Objectives	-					-	-	A	-	-
10.1.2. Roles	-					-	-	A	-	-
10.1.3. Enterprise Information Management (EIM)										
10.1.3.1. Definition	-					-	-	A	-	-
10.1.3.2. Capabilities	-					-	-	A	-	-
10.1.4. Collaborative Technology	-					-	-	A	A	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
10.2. Records Management Program TR: AFPDs 33-1, 33-3; AFIs 33-322, 33-364; AFMANs 37-104 (will convert to AFI 33-396), 33-363; AF Records Information Management System (AFRIMS); AF Electronic Records Management Solution Guide										
10.2.1. Program Objectives	-					-	-	A	-	-
10.2.2. Definition of Official Records	5					-	-	A	-	-
10.2.3. User Responsibilities	5					-	-	A	-	-
10.2.4. Business Rules For Electronic Files (E-Files)	-					-	-	-	-	-
<b>11. WORK CENTER MANAGEMENT</b> TR: AFQTP 3DXXX-200D and AFI 21-103										
11.1. Management Policies										
11.1.1. Report Resources Status	7					-	-	-	A	-
11.1.2. Document Actions	7					-	-	-	A	-
11.1.3. Develop Work Schedules	7					-	-	-	A	-
11.1.4. Equipment Readiness	5					-	-	-	-	-
11.1.5. Staffing and Utilization	7					-	-	-	-	-
11.2. Training										
11.2.1. Document Training	5					-	-	-	-	-
11.2.2. Evaluate Newly Assigned Personnel and Identify Individual Training Requirements TR: AFI 36-2201; AFI 33-150; Applicable CFETP; Unit Training Manual	5					-	-	-	A	-
11.2.3. Conduct On-the-Job Training (OJT) TR: AFI 36-2201; and Local Directives	5					-	-	A	-	-
11.2.4. Evaluate Quality of OJT and Provide Trainee Feedback TR: AFI 36-2201	7					-	-	-	A	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
11.2.5. Develop Master Training Plan	7					-	-	-	A	-
11.2.6. Develop Individual Training Plan In TBA	7					-	-	-	-	-
11.2.7. Document Training Progression	5					-	-	-	-	-
11.3. Quality Assurance (QA)										
11.3.1. Describe the QA Function	5					-	-	A	-	-
11.4. Air Force Inspection System (AFIS) TR: AFI 90-201, MPTO 00-33A-1001-WA-1										
11.4.1. Consolidated Unit Inspection (CUI)	5					-	-	A	-	-
11.4.2. Self-Assessment Program										
11.4.2.1. Work Center Role	5					-	-	A	-	-
11.4.2.2. QA Role	5					-	-	A	-	-
11.4.3.3. Self-Assessment Checklists (SACS)	5					-	-	A	-	-
11.4.2.4. Management Internal Control Toolset (MICT)	5					-	-	A	-	-
11.4.2.5. Perform Self-Assessment	5					-	-	-	-	-
11.5. Automated Information Systems (AIS)										
11.5.1. Integrated Maintenance Data System (IMDS)	-					-	-	A	-	-
11.5.2. Remedy	-					-	-	A	-	-
11.5.3. Air Force Equipment Management System-Asset Inventory Management System (AFEMS-AIM)	-					-	-	-	-	-
11.5.4. Training Business Area (TBA)	-					-	-	A	-	-
11.6. Logistics Support										
11.6.1. Submit Price Challenges TR: AFI 23-101	-					-	-	-	-	-
11.6.2. Report Item and Packaging Discrepancies TR: AFJMAN 23-215	-					-	-	-	-	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
11.6.3. Report Uniform Source, Maintenance and Recoverability Code and Air Force Expendability, Recoverability, Reparability Category Code Discrepancies TR: AFJI 21-106; TOs 00-20-3-WA-1, chap 1; 00-25-195-WA-1	-					-	-	-	-	-
11.6.4. Submit Deficiency Reports TR: TO 00-35D-54-WA-1, chap 3	-					-	-	-	-	-
11.6.5. Research and Identify Part and Stock Numbers TR: Applicable equipment TOs, Federal Logistics (FEDLOG) Program	-					-	-	-	-	-
11.6.6. Maintain Supply Listings and Reports (D04, D18, M30, D23, or equivalent IMDS) TR: AFI 23-101	-					-	-	-	-	-
11.6.7. Maintain bench Stock TR: AFI 23-101 and Local Directives	-					-	-	-	-	-
11.6.8. Maintain Supply Point Stock TR: AFI 23-101; TO 00-20-3-WA-1, chap 3	-					-	-	-	-	-
11.6.9. Request and Validate Adjusted Stock Levels (special levels) TR: AFI 23-101	-					-	-	-	-	-
11.6.10. Describe Procedures for Recovering and Turning in Precious Metals TR: AFI 23-101 and Local Directives	-					-	-	-	-	-
11.6.11. Process and Control Repair Cycle Assets Due In For Maintenance (DIFM) TR: AFI 23-101; TO 00-20-3-WA-1, chaps 2 and 3, and Table 2-1	-					-	-	-	-	-
11.6.12. Initiate Not Repairable This Station (NRTS) Actions TR: AFI 33-150; TO 00-20-3-WA-1, chaps 3 and 6, and Table 1-1	-					-	-	-	-	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
11.6.13. Initiate Contract Repair (AF Form 9) TR: AFI 64-102; AFI 23-101; Command and local directives	-					-	-	-	-	-
11.6.14. Maintain Custodian Authorization/Custody Receipt Listing (CA/CRL) Equipment Accounts TR: AFI 23-101 and Local Directives	-					-	-	-	-	-
<b>12. FUNCTIONAL MANAGEMENT</b> TR: AFECDD; AFIs 33-101, 36-2201, 36-2845, 38-101; AFMAN 37-104 (will convert to AFI 33-396); AFQTP 3DXXX-225E; 3DXXX CFETP										
12.1. Career Field Supervision and Leadership										
12.1.1. AF Career Field Manager	5					-	-	A	A	B
12.1.2. MAJCOM Functional Manager TR: MFM Handbook	5					-	-	A	A	B
12.1.3. Base Functional Manager TR: Base FM Handbook	5					-	-	-	-	A
12.2. Superintendent Duties										
12.2.1. Roles and Responsibilities of Supervising Gov't, Civ, or Contract Personnel	-					-	-	-	-	B
12.2.2. Roles and Responsibilities of each Communications Squadron Work Center	-					-	-	-	-	A
12.2.3. Principles of Retraining Programs	-					-	-	-	-	B
12.2.4. Plan and Organize Maintenance Activities	-					-	-	-	-	B
12.2.5. Direct Systems Analysis, Design, Programming, Operations and Maintenance	-					-	-	-	-	B
12.2.6. Direct Systems Management, Technical Support, and Resource Management	-					-	-	-	-	B
12.2.7. Manage Plans and Provide Implementation and Development Functions in a Maintenance Environment	-					-	-	-	-	B

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
12.3. Force Management										
12.3.1. Utilization and Training Workshop (U&TW)	5					-	-	A	A	-
12.3.2. Occupational Survey	5					-	-	A	A	-
12.3.3. Specialty Training Requirements Team (STRT)	5					-	-	A	A	-
12.4. Awards and Recognition										
12.4.1. Unit/Installation Awards	7					-	-	-	A	A
12.4.2. SAF/CIO Special Trophies and Awards TR: AFI 36-2845	7					-	-	-	A	A
<b>13. RESOURCE MANAGEMENT</b> TR: AFPDs 16-5, 33-1, 10-6, 65-6; AFIs 16-501, 10-601, 65-601 V(3)										
13.1. Financial Management										
13.1.1. Principles of Financial Management	-					-	-	-	-	B
13.1.2. Program Objective Memorandum (POM) Cycle	-					-	-	-	-	B
13.1.3. Government Purchase Card Program Oversight	-					-	-	-	A	-
13.1.4. Shortfall Procedures	7					-	-	-	A	A
13.2. Funded Requirements										
13.2.1. Responsibilities	-					-	-	-	B	B
13.2.2. Funding Process	7					-	-	-	B	B
13.3. Unfunded Requirements										
13.3.1. Responsibilities	-					-	-	-	B	B
13.3.2. Funding Process	7					-	-	-	B	B
13.3.3. Develop Requirements	-					-	-	-	A	A
13.4. Funding Types	-					-	-	-	B	B
13.5. Primary and Alternate Funding Sources	-					-	-	-	-	A
13.6. Financial Planning (FINPLAN)	-					-	-	-	A	A
<b>14. MANPOWER AND ORGANIZATION</b> TR: AFPD 38-2, AFI 38-101, 38-201										

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
14.1. Manpower Requirements	-					-	-	-	A	B
14.2. Air Force Manpower Standard (AFMS) Application	-					-	-	-	-	B
14.3. Manpower Studies	-					-	-	-	A	B
14.4. Manpower Products										
14.4.1. Unit Manpower Document (UMD)	7					-	-	-	A	A
14.4.2. Authorization Change Request (ACR)	7					-	-	-	A	-
14.4.3. Organizational Change Request (OCR)	7					-	-	-	A	-
14.4.4. Program Element Code (PEC)	-					-	-	-	A	-
14.4.5. Unit Personnel Management Roster (UPMR)	7					-	-	-	A	-
14.5. Allocating Personnel	7					-	-	-	A	-
<b>15. PROJECTS AND REQUIREMENTS FUNCTION</b> TR: T.O. MPTOs 00-33A-1001-WA-1, 00-33D-3003-WA-1										
15.1. IT Requirements TR: AFI 33-401 and 33-210										
15.1.1. Lifecycle	-					-	-	-	A	-
15.1.2. Procurement	-					-	-	-	A	-
15.1.3. Integrated Technical Reference Model (i-TRM)	-					-	-	-	A	-
15.2. IT/NSS Project Management TR: AFPDs 33-1, 32-90; AFIs, 32-1021, 32-1022, 32-1023, 32-1032, 33-101, 10-501, 32-9005, 65-106; MPTO 00-33A-1001-WA-1, 00-33D-2002-WA-1, 00-33D-3003-WA-1, 00-33D-3004-WA-1										
15.2.1. Principles of Project Management	7					-	-	-	B	B
15.2.2. Complete AF e-Learning 3DXXX Project Management Training Track TR: <a href="https://www.my.af.mil">https://www.my.af.mil</a> (under AF e-Learning site)	7					-	-	-	-	-
15.2.3. Implementing Command/Organization										

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
15.2.3.1. Project/Program Documentation	7					-	-	-	B	-
15.2.3.2. Responsibilities	7					-	-	-	B	-
15.2.4. Requiring Organization										
15.2.4.1. Project Documentation Content	-					-	-	-	B	-
15.2.4.2. Project Documentation Review	-					-	-	-	B	-
15.2.4.3. Site Surveys	-					-	-	-	B	-
15.2.5. System Accreditation	-					-	-	-	B	-
15.2.6. Support Agreements										
15.2.6.1. Characteristics and Responsibilities Concerning Support Agreements, Memorandums of Agreements and Memorandums of Understanding	7					-	-	-	A	A
15.2.6.2. Scheduling Management	-					-	-	-	B	-
15.2.6.3. Critical Path	-					-	-	-	A	-
15.2.6.4. Project Support Requirements	-					-	-	-	B	-
15.2.6.5. Host Nation/Federal/State/Local Requirements/Coordination	-					-	-	-	A	-
15.2.6.6. Support Construction										
15.2.6.6.1. Prepare Base Civil Engineering (BCE) Work Request	-					-	-	-	A	-
15.2.6.6.2. Military Construction Program (MCP) TR: EIA/TIA 568A, 569A, 606, 607, ETL 02-12	-					-	-	-	B	-
15.2.5.6.3. Construction Design Reviews										
15.2.6.6.3.1. DD Form 1391 Review	-					-	-	-	-	-
15.2.6.6.3.2. Review MCP Design Package	-					-	-	-	B	-
15.2.6.6.3.3. MCP Design Drawing Symbolism	-					-	-	-	-	-
15.2.6.6.3.4. Compliance with ETL 02-12	-					-	-	-	-	-
15.2.6.6.3.5. Joint Occupancy	-					-	-	-	-	-



1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
15.2.6.6.3.6. Maintenance Work Center Roles	-					-	-	-	-	-
15.2.7. Initial Logistic Support Actions	-					-	-	-	B	-
15.2.8. Implementation										
15.2.8.1. Liaison with Base Agencies	-					-	-	-	B	-
15.2.8.2. Support Documentation	-					-	-	-	-	-
15.2.8.3. Project Material	-					-	-	-	-	-
15.2.8.4. Integrated Logistics Support Completion	-					-	-	-	B	-
15.2.9. Implementation Support										
15.2.9.1. Focal Point for Implementation Teams	-					-	-	-	B	-
15.2.9.2. Project Monitor Responsibilities	-					-	-	-	B	-
15.2.10. Project Acceptance and Completion Actions										
15.2.10.1. Schedule Systems Acceptance Inspections	-					-	-	-	B	-
15.2.10.2. Material Accountability	-					-	-	-	B	-
15.2.10.3. Material Disposition	-					-	-	-	B	-
15.2.10.4. Real Property Transfer	-					-	-	-	B	-
15.2.10.5. Acceptance Documentation	-					-	-	-	B	-
15.2.11. Exceptions	-					-	-	-	B	-
<b>16. PLANS, PLANNING AND AGREEMENTS</b> TR: AFIs, 33-150, 36-2201, 63-501, 63-131, 64-102; AFD 36-5, 64-1; <a href="#">Federal Acquisition Regulation (FAR) Part 39</a> ; <a href="#">OMB Circular A-130</a> ; TO 00-33A-1001-WA-1 and 00-33D-3003-WA-1										
16.1. IT/National Security System (NSS) Planning TR: AFIs 10-501, 10-601, 16-501, ; AFMAN 10-401 (V) 2; AFDs 10-4, 16-5, 33-1										

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
16.1.1. Architecture TR: AFD 33-1; AFIs 33-108, 33-210, 33-401; AFD 33-4; CJCSI 6212.01; C4ISR DODAF 4630.8; GIG/CRD; MPTOs 00-33A-1001-WA-1, 00-33D-2002-WA-1										
16.1.1.1. Purpose	-					-	-	B	B	-
16.1.1.2. Department of Defense Architecture Framework TR: DoDAF Version 2.0 ( <a href="http://dodcio.defense.gov/dodaf20.aspx">http://dodcio.defense.gov/dodaf20.aspx</a> )										
16.1.1.2.1. Locate Information within Architecture Views	-					-	-	-	-	-
16.1.1.2.2. DOD IT Standards Registry (DISR)	-					-	-	-	B	-
16.1.1.2.3. Air Force Communications and Information Info-structure Technical Reference Model (I -TRM)	-					-	-	-	B	-
16.1.2. Cyberspace Systems Integrator (CSI) Concept TR: MPTO 00-33D-2002	-					-	-	-	B	-
16.1.3. Cyberspace Infrastructure Planning System (CIPS) (e.g. Base IT/NSS Blueprints) TR: MPTO 00-33A-1001-WA-1, 00-33D-2002-WA-1, 00-33D-3003-WA-1, 00-33D-3004-WA-1; AFD 33-1										
16.1.3.1. Purpose	-					-	-	-	B	-
16.1.3.2. Process	-					-	-	-	B	-
16.1.3.3. Maintain CIPS Visualization Components	-					-	-	-	-	-
16.1.3.4. Track Project in CIPS	-					-	-	-	-	-
16.1.3.5. CIPS CVC tool	-					-	-	-	-	-
16.1.3.6. Legacy CSIRs	-					-	-	A	A	-
16.1.4. Lead Command TR: AFI 10-901	-					-	-	-	A	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
16.1.5. IT/NSS Requirements TR: AFPDs 10-6 and 33-1; AFIs, 10-601; MPTOs 00-33A-1001-WA-1, 00-33D-2002-WA-1, 00-33D-3003-WA-1, 00-33D-3004-WA-1										
16.1.5.1. Purpose	-					-	-	-	B	-
16.1.5.2. IT/NSS Documentation TR: AFPD 33-1; AFIs 33-580, 10-601										
16.1.5.2.1. Purpose	7					-	-	-	B	-
16.1.5.2.2. Content	7					-	-	-	B	-
16.1.5.2.3. Develop IT/NSS Requirement Document	-					-	-	-	A	-
16.1.5.2.4. Process IT/NSS Requirements	-					-	-	-	B	-
16.1.5.2.5. Risk Identification TR: AFPAM 90-902; OMB Circular No. A-130; MPTO 00-33A-1001-WA-1 <a href="http://www.whitehouse.gov/omb/">http://www.whitehouse.gov/omb/</a>										
16.1.5.2.5.1. Technical Solutions	-					-	-	-	B	-
16.1.5.2.5.2. Identify Provisions for Logistic Support	-					-	-	-	B	-
16.1.5.2.5.3. Types (ICD, CDDP-Plan, etc)	-					-	-	-	B	-
16.1.5.3. IT/NSS Contracts TR: AFPD 33-1										
16.1.5.3.1. Purpose	7					-	-	-	B	-
16.1.5.3.2. Content	-					-	-	-	B	-
16.1.5.3.3. Validate Technical Solutions Against Applicable Contracts	-					-	-	-	B	-
16.1.5.3.4. Commercial Off-the-Shelf (COTS) (GSA, DoD, Contracts, 1218)	-					-	-	-	B	-
16.1.5.3.5. Government Off-the-Shelf (GOTS)	7					-	-	-	B	-
16.1.5.4. Special Requirements TR: AFPD 33-1; AFI 10-414, AFMAN 33-116	-									

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		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
16.1.5.4.1. Request Combat Communications Support	-					-	-	-	-	-
16.1.5.4.2. Circuit Requests TR: DISAC 310-130-1, 310-65-1; AFI 33-116, AFMAN 33-145; AFRD 33-1, <a href="https://www.disadirect.disa.mil/products/asp/welcome.asp">https://www.disadirect.disa.mil/products/asp/welcome.asp</a> ; <a href="https://east.esps.disa.mil/DISA/ORG/SPI/Issuances/SitePages/Find%20a%20DISA%20Issuance.aspx">https://east.esps.disa.mil/DISA/ORG/SPI/Issuances/SitePages/Find%20a%20DISA%20Issuance.aspx</a>										
16.1.5.4.2.1. Request for Service (RFS) (e.g. DISA web order entry)	-					-	-	-	-	-
16.1.5.4.2.2. Delayed Service Report	-					-	-	-	A	-
16.1.5.4.2.3. Completion Report	-					-	-	-	A	-
16.1.5.4.3. Connection Approval	-					-	-	-	A	-
16.1.5.5. Host Nation Approval TR: Local Procedures	-					-	-	-	A	-
16.1.6. Planning Meetings TR: AFRD 33-1; AFI 33-101; T.O. 00-33D-3003-WA-1										
16.1.6.1. Types	-					-	-	-	A	-
16.1.6.2. Impacts	-					-	-	-	A	-
16.2. Plans Management TR: AFRDs 10-4, 10-5; AFIs 10-402, 10-403, 10-404, 10-501, 25-101, 10-201; MPTO 00-33A-1001-WA-1										
16.2.1. Types of Plans										
16.2.1.1. Purpose	7					-	-	-	B	-
16.2.1.2. Content	7					-	-	-	B	-
16.2.1.3. Develop Plans Annex	7					-	-	-	B	-
16.2.2. IT/NSS Point of Contact (POC) for Plans										
16.2.2.1. Evaluate Plans to Determine IT/NSS Resource Impact	-					-	-	-	B	-
16.2.2.2. Administratively Manage Plans	-					-	-	-	B	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
16.3. IT/NSS Installation Records TR: MPTOs 00-33A-1001-WA-1, 00-33D-3003-WA-1, 00-33D-3004-WA-1										
16.3.1. Purpose	-					-	-	-	B	-
16.3.2. Content	-					-	-	-	B	-
16.3.3. Responsibilities										
16.3.3.1. Base IT/NSS Installation Records Manager	-					-	-	-	B	-
16.3.3.2. Work Centers	-					-	-	-	B	-
16.3.4. Drawing Records										
16.3.4.1. Processing	-					-	-	-	B	-
16.3.4.2. Reviews	-					-	-	-	B	-
16.3.4.3. Index	-					-	-	-	B	-
16.4. Agreements TR: AFIs 25-201, 33-115 (V) 1, 65-601 (V)1, AFD 25-2; DODI 4000.19; MPTO 00-33A-1001-WA-1										
16.4.1. Purpose	-					-	-	-	A	-
16.4.2. Types	-					-	-	-	A	-
16.4.3. Content	-					-	-	-	A	-
16.4.4. Reviews	-					-	-	-	A	-
16.5. Modification Management										
16.5.1. Control Configuration	-					-	-	-	A	-
16.5.2. Initiate Modification Proposals TR: AFI 63-131	-					-	-	-	A	-
16.6. Administrative Contract Management TR: Federal Acquisition Regulation (FAR) Part 16										
16.6.1. Establishing and Managing a Contract	7					-	-	-	A	A
16.6.2. Types of Contracts										
16.6.2.1. Time and Material	-					-	-	-	A	-
16.6.2.2. Firm Fixed Price	-					-	-	-	A	-
16.6.2.3. Sole Source	-					-	-	-	A	-

1. TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	2. CORE & WARTIME TASKS	3. Certification for OJT				4. PROFICIENCY CODES USED TO INDICATE TRAINING/INFORMATION PROVIDED				
		A	B	C	D	3 SKILL LEVEL	3 SKILL LEVEL	5 SKILL LEVEL	7 SKILL LEVEL	9 SKILL LEVEL
		START DATE	STOP DATE	TRAINEE INITIALS	TRAINER INITIALS	ITF Course	ITF-EP Course	CDC	CDC	Course
16.6.2.4. Performance Based	-					-	-	-	A	-
16.6.2.5. Indefinite Delivery Indefinite Quantity	-					-	-	-	A	-
16.6.2.6. Blanket Purchase Agreement (e.g. AFWAY, PCOE)	-					-	-	-	A	-
16.6.3. Responsibilities										
16.6.3.1. Quality Assurance Program Coordinator	-					-	-	-	A	-
16.6.3.2. Functional Director/Commander	-					-	-	-	A	-
16.6.3.3. Quality Assurance Personnel	-					-	-	-	A	-
16.6.3.4. Unit Contract Monitor	-					-	-	-	A	-
16.7. Base Civil Engineer (BCE) Interface TR: AFIs 32-1001, 32-1021, 32-9002; AFD 32-90; MPTO 00-33A-1001-WA-1										
16.7.1. Unit Focal Point Responsibilities	-					-	-	-	A	-
16.7.2. BCE Work Request Processing	-					-	-	-	-	-
16.7.3. BCE Planning	-					-	-	-	A	-
16.7.4. Environmental Impacts	-					-	-	-	A	-

## ***Section B - Course Objective List***

**4. Measurement.** Each objective is indicated as follows: W indicates task or subject knowledge which is measured using a written test, PC indicates required task performance which is measured with a performance progress check, and PC/W indicates separate measurement of both knowledge and performance elements using a written test and a progress check.

**5. Standard.** The standard is 70% on written examinations. Standards for performance measurement are indicated in the objective and delineated on the individual progress checklist. Instructor assistance is provided as needed during the progress check, and students may be required to repeat all or part of the behavior until satisfactory performance is attained.

**6. Proficiency Level.** Most task performance is taught to the “2b” proficiency level which means the student can do most parts of the task, but does need assistance on the hardest parts of the task (partially proficient). The student can also determine step by step procedures for doing the task.

## ***Section C - Support Materials***

**7.** The following list of support materials is not all-inclusive; however, it covers the most frequently referenced areas. The most current products can be found at the 81 TRSS/TSQ web page, and are available for download from the web site at <https://cs3.eis.af.mil/sites/20946/default.aspx>. Procedures for requesting product development are found in AFI 33-154.

**7.1.** Generic AFJQSs/AFQTPs applicable to AFSC 3DXXX:

<b><u>Publication No.</u></b>	<b><u>Publication Title</u></b>
AFJQS 3DXXX-200EC	AN/GSQ-272 Distributed Common
AFJQS 3DXXX-200N	DoD 8570 IA Workforce Improvement Program
AFJQS 3DXXX-200TBA	Training Business Area
AFJQS 3DXXX-201F	Communications Focal Point
AFJQS 3DXXX-201G	Quality Assurance
AFJQS 3DXXX-201M	Cyber Infrastructure Planning
AFJQS3DXXX-201TC	Information Distribution
AFJQS 3DXXX-202M	Plans and Project Management
AFJQS 3DXXX-206R	Scope Command HF Radio Station
AFJQS 3DXXX-208N	Battle Control System – Fixed
AFJQS 3DXXX-209R	Management Internal Control Toolset
AFJQS 3DXXX-212D	Combat Crew Communications
AFJQS 3DXXX-212E	AN/PYQ-10 and AN/CYZ-10/10A
AFJQS 3DXXX-212Z	Global Broadcast Service
AFJQS 3DXXX-213I	Military Construction Program
AFJQS 3DXXX-213J	AF 2nd Generation Wireless
AFJQS 3DXXX-225P	AF Portal Content Management
AFJQS 3DXXX-225S	SharePoint
AFJQS 3DXXX-230CA	KOK-23 CKG Operator
AFJQS 3DXXX-230CB	KOK-23 CKG Site Security Officer

<b><u>Publication No.</u></b>	<b><u>Publication Title</u></b>
AFJQS 3DXXX-230G	Cisco Works LAN Management System
AFJQS 3DXXX-230T	Remedy
AFQTP 3DXXX-200D	Integrated Maintenance Data System
AFQTP 3DXXX-202A	Electrostatic Discharge Handbook
AFQTP 3DXXX-202MA	Project Management Handbook
AFQTP 3DXXX-212C	C4 Information Systems Familiarization Handbook
AFQTP 3DXXX-213R	Contract Agreements
AFQTP 3DXXX-225E	Cyberspace Support Functional Manager's Handbook
AFQTP 3DXXX-225M	MAJCOM Functional Managers Handbook

#### ***Section D - Training Course Index***

**8. Purpose.** This section of the CFETP identifies training courses available for continuation/supplemental training. For information on all formal courses, refer to the Air Force Education and Training Course Announcements (ETCA) database, at <https://etca.randolph.af.mil/>.

#### **9. Air Force In-Residence Courses.**

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Location</u></b>
E3AZR3DXXX 00AA	CYBERSPACE SUPPORT QUALITY ASSURANCE PROCEDURES COURSE	Keesler
E3AZR3DXXX 00DA	HIGH RELIABILITY SOLDERING AND CONNECTIONS	Keesler
E7AST3DXXX 00AA	CYBERSPACE SUPPORT QUALITY ASSURANCE PROCEDURES COURSE	Keesler
EBAZD3DXXX 01EA	BROADCAST TELEVISION SYS MAINTENANCE (DINFOS-BRTSM)	Keesler
J4AMP3DXXX A35A	RQ-4 Launch and Recovery Element Operations and Maintenance	Keesler
J4AMP3DXXX A48A	CYBERSPACE SUPPORT QUALITY ASSURANCE PROCEDURES COURSE	Keesler
J4AMP3DXXX B34A	MQ-1/MQ-9 Ku SYSTEM	Keesler
J4AMP3DXXX B35A	RQ-4 Tactical Field Terminal Operations and Maintenance	Keesler
J4AMP3DXXX C34A	GROUND CONTROL STATION MAINTENANCE	Keesler
J4AMP3DXXX C35A	RQ-4B Global Hawk Mission Control Element (MCE)	Keesler
E3AZR3DX7X 00AA	Project Management	Keesler



**10. Air University A4/A6 Courses.**

For a current listing of Air University A3/6 courses go to <http://www.au.af.mil/au/afiadl>.

**11. Exportable Courses.**

For a current list of the available CBT courses refer to *AF e-Learning* at <https://www.my.af.mil/>.

***Section E - MAJCOM Unique Requirements***

12. There are currently no MAJCOM unique requirements. This area is reserved.